

# VT / USFQ EXCHANGE PROGRAM

## APPLICATION CHECK LIST

Name \_\_\_\_\_

S.S.# \_\_\_\_\_

Date of Application \_\_\_\_\_

Period Applying: Year 200\_\_ Fall Semester\_\_ Spring Semester\_\_

1. Study Abroad Questionnaire Completed \_\_\_\_\_
2. \$150 Administrative Fee Paid Directly to VT Bursar's Office: \_\_\_\_\_  
(Must complete Questionnaire and Leave with Calvera before making payment to VT Bursar's Office)
3. V.T. Official Academic Transcript (sent to Calvera's Office) \_\_\_\_\_
4. USFQ Application Form and Two Passport Photos \_\_\_\_\_  
(Available from Calvera)
5. Letter of Acceptance From E. Calvera \_\_\_\_\_
6. USFQ Acceptance letter \_\_\_\_\_
7. Visa Information Letter from USFQ Director of International Programs \_\_\_\_\_
8. Roundtrip Airline Ticket U.S. / Ecuador / U.S. \_\_\_\_\_  
(Send e-mail showing complete itinerary to Calvera)
10. Passport \_\_\_\_\_
11. Immunization Record \_\_\_\_\_  
(Minimum Inoculations Recommended: Yellow Fever and Hepatitis B)
12. Visa \_\_\_\_\_ (\$80.00 to be paid in cash at Ecuador Consulate in Washington, D.C.)

### Documents To Be Presented When Applying for Student Visa:

- a. Copy of Roundtrip Airline Ticket \_\_\_\_\_
  - b. Passport \_\_\_\_\_
  - c. Financial Support Letter From Parents \_\_\_\_\_
  - d. Sufficient Funds Letter From Bank \_\_\_\_\_
  - e. HIV Test (Must Show Student's Name) \_\_\_\_\_
  - f. Immunization Record \_\_\_\_\_
  - g. Statement of Good Health from Family Physician \_\_\_\_\_
  - h. Local (not State Police) Police Clearance Letter \_\_\_\_\_
  - i. 4 Passport-Size Photos \_\_\_\_\_
  - j. Copy of Acceptance Letter from Calvera (see #5 above) \_\_\_\_\_
  - k. Letters From USFQ (See # 6 & 7 above) \_\_\_\_\_
13. 6 Additional Passport Photos \_\_\_\_\_
  14. International Student I.D. (Optional. Cost: \$25.00.) \_\_\_\_\_
  15. Proof of Health Insurance Coverage While in Ecuador \_\_\_\_\_
  16. Letters of Recommendation Sent to Calvera (1) \_\_\_\_\_, (2) \_\_\_\_\_  
(Letters can be from VT professors and/or employers)
  17. Register at VT OIRED (1820 Litton Reaves Hall) \_\_\_\_\_
  18. Completed Form: Authorization to Take Courses Elsewhere \_\_\_\_\_  
(Leave copy with Calvera, signed by student's advisor)
  19. Financial Aid Forms Completed, if Financial Aid Needed \_\_\_\_\_

