

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 _____

