Exchange Programs Checklist

1. Explore

☐ Review the different programs offered, how they apply to your major and their eligibility requirements.

☐ Speak with your advisor about how a study abroad experience can fit in your coursework.

☐ Attend a Global Exploration Session (all times listed in RowdyLink) to familiarize yourself with the application process.

☐ Speak with the One Stop Enrollment Center to confirm how Financial Aid can apply to your study abroad experience.

☐ Review the Education Abroad website for more resources and available scholarships.

2. Apply

☐ Go to studyabroad.utsa.edu and locate our business programs.

☐ Complete and submit all the necessary steps in the application before the deadline.

Fall Exchanges Deadline: March 1

☐ Ensure that the credits that you are seeking are transferrable and approved by completing your Credit Verification Form.

☐ Meet with the Program Manager - Experiential Learning for any question about the application process.

☐ Once accepted and nominated, expect an email from the host university with information on how and by when to complete your application at the host university.

3. Prepare

☐ Ensure that your passport is valid for at least six (6) months beyond the intended period of stay.

☐ Start your visa application process as soon as you can since this process can take several weeks.

☐ Attend the required pre-departure orientation hosted by the Education Abroad Office.

☐ Review the Resources & Tips by the Education Abroad Office.

☐ Have an open communication with the Coordinator at the host university as you sort out your housing.

☐ Research the culture and location you will be visiting and review the Preparation list by the Education Abroad Office.

4. Return

☐ Take a moment to process your experience. Review the Re-Entry Shock information by the Education Abroad office.

☐ Transcripts can take several weeks to be received and processed. Toward the end of your first semester back at UTSA, meet with your Academic Advisor to make sure all your credits transferred.

☐ Share your pictures with the college and tell us about your experience - visit http://bit.ly/MyExchangeExperience

☐ Join the Global Business Ambassadors and share your experience with other students!

business.utsa.edu/experiential-learning/global-and-intercultural-fluency/