

UNL Faculty-Led: Denmark: Economic & Exploration Geology

Spring/Summer 2018 Pre-Departure Task List

Reminder – How to Login to MyWorld:

1. Go to educationabroad.unl.edu
2. Click on the “Log in to MyWorld” button in the middle of the screen
3. Use your Blackboard credentials to log in
4. Once in the system, click on your application to the *UNL Faculty-Led: Denmark: Economic & Exploration Geology to complete the necessary items

■ **Commit** to your program on MyWorld and electronically sign the “Committing to a UNL Program” document!

■ **Complete** the questionnaires entitled “Emergency Contact #1”, “Emergency Contact #2”, and “Personal/Academic Information”

■ **Apply for your passport!** (<http://passport.unl.edu>)

Keep in mind the 4-6 weeks that your passport takes to get sent to you – you may want to pay the extra fees to have the passport expedited (an expedited passport takes approx. 3 weeks) if you're in a time crunch

Please upload Passport information to MyWorld at least two weeks prior to your departure under the “*Passport Information” Questionnaire

■ **Complete** your “Power of Attorney” agreement (**optional, but recommended**)

If you would like to designate someone to be your Power of Attorney (POA) while abroad, please make an appointment at the Student Legal Services Office in the Union. It will take about 15 min. to draft a POA, and is free of charge. All you will need is the general contact information of your POA (i.e. full name, phone number, address, etc.). If you complete a POA, please bring a copy of the POA to the Education Abroad Office. Give the original copy to your designated POA.

■ **Fill out** the “U.S. Department of State & CDC Follow-Up Questionnaire”

This will involve navigating to and reading the U.S. Department of State & CDC websites for Denmark and then completing the questionnaire on MyWorld.

■ **Upload** a copy of your GeoBlue Student Insurance Card to MyWorld

Later on in the spring semester Education Abroad staff will enroll you in GeoBlue Student International Health Insurance. Once we do this you will receive an email granting you access to the GeoBlue student portal where you can download a copy of your health insurance card. Please print out this card and keep it handy while you're in Denmark. Please also upload a copy of this card to MyWorld on the “Upload a Copy of Your GeoBlue Student Insurance Card (PROGRAM DATES)” questionnaire

■ **Complete the Health Clearance Process!**

- Electronically sign the “Health Clearance Notification” and “Health Clearance Requirement (STUDENT)” documents on MyWorld
- Complete the Confidential Health History Form (this will not be shared with our office – only with your health care provider)
- Make an appointment with your health care provider (some students go to the Travel Clinic at the University Health Center. You can also go to your local physician)
- Take the Health Clearance Form with you to your appointment. Have your physician complete the form, and return the form to the Education Abroad Office front desk at Love Library South Room 110

Due Date(s):

- Two months prior to departure if you **DO** need accommodations: March 6, 2018
- One month prior to departure if you **DO NOT** need accommodations: April 6, 2018

■ **Complete all other items** (questionnaires, materials, and learning content) within your MyWorld Application

These include all of the documents that you read and electronically sign. Basically, be sure that all of the boxes on your application in MyWorld are “checked off” prior to your departure for Denmark! These include:

- Authorization Statement (read & sign)
- Budget & Scholarships (read & sign)
- Eligibility and Conditions of Participation (read & sign)
- Visas and Passport (read & sign)
- Centers for Disease Control (CDC) website (read & sign)
- Creating **AND** Updated Your Itinerary Record in MyWorld (read & sign)
- Education Abroad Agreement (read & sign)
- US State Department Information (read & sign)
- Using Financial Aid (read & sign)
- Creating a Culture of Safety: A Practical Guide to Going Abroad (read & sign)
- GeoBlue Student Health Insurance Coverage + Political Security & Natural Disaster Services (read & sign)

■ **Attend Pre-Departure Orientation (required)**

A member of the Education Abroad Office staff will attend your class meeting on April 26, 2018 to provide you with the Pre-Departure Orientation information, focusing mainly on health & safety abroad.