

FIE Pre-Departure Checklist

ALL STUDENTS

- I have read the pre-departure handbook thoroughly**
Originally sent via email by Angela Crosby
Link: <http://fie.org.uk/content/upload/documents/PreDepartLondon08.pdf>
- I have applied for a Visa (if necessary)¹**
http://fie.org.uk/content/upload/documents/PEC_advice.pdf
- I have photocopied the front page of my passport and any Visas.**
These copies will be collected on arrival and registration day. We are required to keep them on file by UK Law regarding Immigration.
- I have read and understand FIE's Residence Life Policies & Procedures**
Originally sent via email by Katie Hignett
Link: <http://fie.org.uk/content/upload/documents/ResLifePoliciesProcedures2008.pdf>
- I have registered with the U.S. State Department**
Originally sent via email by Katie Hignett
Link: http://fie.org.uk/content/upload/documents/State_Department_Registration.pdf
- I have read information regarding volunteering in London**
Originally sent via email by Katie Hignett
Link: http://fie.org.uk/content/upload/documents/Volunteering_in_London.pdf
- I have read information regarding getting a cell phone in London**
Originally sent via email by Katie Hignett
Link: http://fie.org.uk/content/upload/documents/UK_Cell_Phone.pdf
- I have read information regarding obtaining a gym membership in London**
Originally sent via email by Katie Hignett
Link: http://fie.org.uk/content/upload/documents/London_Gym_Membership.pdf
- I have joined the FIE Facebook group (optional)**
Link: <http://www.facebook.com/group.php?gid=8053340652>

INTERNSHIP and SERVICE LEARNING STUDENTS ONLY

- I have read the Internship Handbook**
Originally sent via email by the Experiential Education team
Link: <http://fie.org.uk/content/upload/documents/fieinternshiphandbook.pdf>
or Service Learning Handbook
Link: <http://fie.org.uk/content/upload/documents/fieservicelearninghandbook.pdf>
- I have read the Internship Areas Document**
Originally sent via email by the Experiential Education team
Link: <http://fie.org.uk/content/upload/documents/internareas07.pdf>
or Service Learning Area Descriptions
Link: <http://fie.org.uk/fie/study/serviceareas>
- I have submitted my CV (Resume) and Personal Statement to the Experiential Education team at internship@fie.org.uk**

WHAT'S NEXT?

Before your arrival in London you should expect to receive the following information via email:

- Your housing assignment and other information on your residence from Katie Hignett
- Arrival information – how to get from the airport to your residence from Katie Hignett
- Insurance Information – those programmes with FIE insurance should receive details from Pauline McKerrall
- Internship students only - pre-departure 'what to pack' + other useful information from the Experiential Education Team

Good luck with all of your pre-departure preparations – we look forward to welcoming you soon!

¹ You will need to have a visa if:

- you will be undertaking an unpaid internship, service learning, or volunteer placement as part of the programme
- you will be studying in the UK for 6 months or more
- you will be undertaking part-time paid work in your free time