

## WALK-IN CHECKLIST

- Show student around the office
  - Steps to study abroad
  - Country specific information sheets
  - Major specific information sheets
  - Provide opportunity for student to meet a Study Abroad Advisor.
  
- Explain the difference between exchanges vs. direct enroll programs vs. Program Providers vs. Faculty-Led Programs
  - Give examples of different advantages of each
  - Explain the tuition/fees differences
  - Let the student know that there are many, many opportunities for them to go abroad!
  
- Talk about your personal study abroad experience, relating it back to what they are interested in or worried about...
  - Where they might live?
  - What happens after arrival?
  - The differences in classes?
  - How easy it was to meet people?
  - What was it like to adapt to a new culture?
  
- Ask if they have additional questions; answer them as best as you can. If you don't know, feel free to ask an advisor.
  
- Encourage the student to walk-in, email, call or set-up an appointment with an advisor for additional assistance.
  
- Have the student fill out Study Abroad Student Interaction Form (Blue sheet).