

# OUS APPLICATION TIMELINE – FRANCE PROGRAM (Poitiers) Spring Semester (Winter/Spring terms) – SLU Students

**YOU MUST COMPLETE THE FOLLOWING BY THE DEADLINES NOTED!**

**OUS IP OFFICE ADDRESS:**

**OUS International Programs (France), Snell 444, Oregon State University, Corvallis, OR 97331**

✓	DEADLINE (not a postmark date)	ESTIMATED PREPARATIO N TIME	FORMS & DOCUMENTS TO BE COMPLETED	SUBMIT TO
	<b>NOW</b>	4 to 6 weeks (2 weeks if you expedite your passport application)	<b>APPLY FOR OR RENEW YOUR PASSPORT</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul> <p style="color: red;">Please expedite your passport application so that you are sure to have your passport by the November 3<sup>rd</sup> orientation.</p>	PASSPORT PROCESSING AGENCY (see instructions)
	<b>NOV. 3</b>	3 hours	<b>PRE-DEPARTURE ORIENTATION</b> More information will be sent to you by e-mail.	
	<b>NOV. 6</b>	1 day	<b>HOUSING FORM</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> <li>• <a href="#">Form</a></li> </ul> <p>(Note: a due date of Nov. 2 is given at the top of the Housing Form; the deadline for SLU students, however, is Nov. 6)</p>	OUS IP OFFICE
	<b>NOV. 6</b>	1 day	<b>SCHEDULE MEETING WITH ACADEMIC ADVISOR TO COMPLETE ACADEMIC ADVISING FORM</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> <li>• <a href="#">Form</a> (your advisor must sign this form)</li> </ul>	
	<b>NOV. 9</b>	21 days	<b>PHOTOCOPY OF CERTIFIED BIRTH CERTIFICATE</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul>	OUS IP OFFICE
	<b>NOV. 9</b>	1 day	<b>OFFICIAL PASSPORT PHOTOS</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul>	OUS IP OFFICE
	<b>NOV. 9</b>	1 day	<b>OUS PAPERWORK</b> <ul style="list-style-type: none"> <li>○ Release of Risk: <a href="#">Form</a></li> <li>○ Permission to Use Photos: <a href="#">Form</a></li> <li>○ Advisory on Safety and Security: <a href="#">Form</a></li> <li>○ Billing and Vacation Address: <a href="#">Form</a></li> <li>○ Health Disclosure: <a href="#">Form</a></li> <li>○ Academic Advising: <a href="#">Form</a></li> </ul>	OUS IP OFFICE

✓	DEADLINE (not a postmark date)	ESTIMATED PREPARATION TIME	FORMS & DOCUMENTS TO BE COMPLETED	SUBMIT TO
	<b>NOV. 14</b>	1 day	<b>TWO PHOTOCOPIES OF PASSPORT</b>	OUS IP OFFICE
	<b>NOV. 14</b>	1 – 3 days	<b>REGISTER WITH CAMPUS FRANCE</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul>	CAMPUS FRANCE
	ASAP after acceptance	1 day	<b>PURCHASE PLANE TICKET</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul>	
	<b>4 WEEKS PRIOR TO DEPARTURE</b>	3 weeks	<b>APPLY FOR VISA IN PERSON AT THE FRENCH CONSULATE</b> <ul style="list-style-type: none"> <li>• <a href="#">Instructions</a></li> </ul>	FRENCH CONSULATE
	<b>JAN. 4</b>	1 day	<b>UNOFFICIAL FALL TRANSCRIPT</b>	OUS IP OFFICE
	<b>JAN. 4</b>	1 day	<b>PHOTOCOPY OF FRENCH STUDENT VISA</b>	OUS IP OFFICE
	<b>JAN. 4</b>	1 day	<b>SEND TRAVEL ITINERARY TO POITIERS</b> <ul style="list-style-type: none"> <li>• Send to <a href="#">Sylvie Brugerolle</a></li> <li>• Send also to <a href="#">Leslie Lundborg</a></li> </ul>	CENTRE OREGON and OUS IP OFFICE
	<b>JAN. 9 or JAN. 10</b>	2 days	<b>ARRIVE IN POITIERS</b> <ul style="list-style-type: none"> <li>• Detailed arrival instructions will be sent to you in December.</li> </ul>	