

**SPRING IN LONDON – FALL '10
STUDENT'S CHECK LIST**

Please Print

Name: _____ Student ID #: _____

Day Phone: _____ Evening Phone: _____ Cell Phone: _____

E-mail Address: _____

Please use this check list to be sure that all steps are taken and that nothing is overlooked.

IMPORTANT: If you will be applying for financial aid, please read #3 before enrolling with AIFS

1. Complete the online application at WWW.AIFSPARTNERSHIPS.COM
 - a. Go to: AIFSPARTNERSHIPS.COM
 - b. Under students: click on "About AIFS Partnership & Program Locations"
 - c. On left side, in the drop down box that says choose destination choose "England: London"
 - d. On the right side choose "Northern California Study Abroad Consortium"
 - e. Click on "Search"
 - f. Click on "Fall Semester 2010" (in blue)
 - g. Next page to the far right, click on "Enroll" (make sure you use the same name as your passport (full legal name) and answer the questions on the time you get up and go to bed honestly. You don't want to be paired with someone with a totally opposite schedule. Also, medications need to be listed in case of an emergency).
 - h. Then click on the "Click here to Complete Your Enrollment Form"
 - i. Complete the enrollment form
 - j. Be sure to print out the required forms (after the Confirmation page) that need to be sent to AIFS requiring a signature, along with a copy of your passport, and the 4- 2x2 photos. Send the originals to AIFS and bring a copy of the Agreement & Release form to the SRJC Study Abroad office.
 - k. Once you have completed the AIFS Enrollment Form, bring all of the following to the Study Abroad Office at Santa Rosa Junior College, Bussman Hall, Room 1496 at the earliest possible time, but no later than Wednesday, June 16, 2010 (last day to accept applications before going to "space available basis". Please call or email the Study Abroad Office to set up an appointment to go over all your paperwork to make sure everything is complete. Contact Lynn Dolce @527-4441 or 527-4400 or email me at ldolce@santarosa.edu .

Please note the priority application deadline is Friday, April 16, 2010

BRING to Study Abroad Office:

- This Check List
- Copy of your transcript, unofficial is fine
- Photocopy of your passport information page (the page with your picture). Note: If you do not have a passport, apply now. **DO NOT WAIT.** Bring us a copy when you get it or bring it in and we will make a copy. **Make sure your passport is valid for 6 months after return to the States).**
- Copy of the AIFS Agreement & Release Form and your passport photo for our files

- Bring in the Course Preference Sheet, and the signed Liability Waiver and AIFS Consortium Agreement (this can be found on the London Fall 2010 website under "Program Info and Application Form").
- Financial Aid papers (if applicable)
- Scholarship applications (if applying – not required)

2. Are you a student in the Sonoma County Junior College District (Santa Rosa Junior College)?

- Yes
- No College previously attended _____

How many degree applicable units have you completed prior to the Spring 2010 term? _____Units

How many degree applicable units will be completed by the end of the Spring 2010 term? _____Units

3. Are you a Financial Aid applicant? Yes No

PLEASE NOTE: If you are a Financial Aid applicant, be sure you read the Agreement and Release Form on the AIFS Enrollment Form as there are financial penalties for withdrawal deadlines.

If yes, I have completed the following steps:

- submitted the FASFA, **VERY IMPORTANT STEP: added the Title IV Codes to my FASFA for all of the colleges involved in this program (CSM – 001181, SRJC – 001287, CRC – 007536)**
- received my SAR by mail
- submitted my SAR to the SRJC Financial Aid Office

- I will be participating in the program with or without Financial Aid, I understand that there are financial penalties for withdrawal.

**Santa Rosa Junior College
Study Abroad Office
1496 Bussman Hall
1501 Mendocino Avenue
Santa Rosa, CA 95401
(707) 527-4441**