# Study Abroad/Erasmus Checklist for Students with Disabilities

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| **Prepare to Travel**   * Check the [HEI] Erasmus/ International Office webpage with information on preparing to travel if going on Erasmus. * Please visit Erasmus + application process if going on Erasmus. * Check the EAIE, ABC Guide to International Mobility and the [AHEAD Guide for Studying Abroad](http://ahead.ie/studyabroad) if you are an Irish student. * Explore location of the host institution and travel networks. * Source the residential accommodation application form for the host institution. |
| **Research the Student Supports within the Host Institution**   * Make sure you research the disability supports and student supports in the host institution. Check the website. Email student services, course contacts and perhaps Student’s Union Officers as required depending on the institution. * Who are your key contacts within the host institution? (Course contact, accommodation, Disability Support, Counselling, Health etc.) * How do students register for disability supports? Who is the Disability Support Contact in the host institution? * What supports/ reasonable accommodations are available to students within this host institution? Are they different to those in your [HEI]? * What Evidence of Disability Documentation is needed to register and how recent must this be? Contact the Disability Officer in the host institution to find this out before meeting the Disability Service staff within [HEI]. |
| **Meet with the Disability Service**   * Organise to meet with the Disability Service as soon as possible after your application and no later than the end of the 3rd week of June. * Discuss reasonable accommodations that you have in [HEI] and the reasonable accommodations that are provided within your host institution. * Discuss accommodation and specific requirements if necessary. * Do you need to make an Erasmus + application or an application for additional funding? * Discuss transport to and from the host institution every day. * Discuss how disclosure happens within the host institution. * Update your Needs Assessment /Learning Education Needs Summary (LENS) as required or does an additional report need to be produced? * Discuss funding options if applicable. * Discuss referral to [support service] for personal pre-study exchange/Erasmus planning as required. |
| **Other Things to Do**   * What are my key strategies to maintain my health and well-being while I am away? * What are the things to consider upon arrival in the host institution? Please review the information on this link on the [HEI] Erasmus webpage. * What if I am experiencing disability difficulties when away from home and the host institution is not helping? * Locate and explore personal supports within or external to host institution. Are these English speaking if required? * Are there any medication considerations while you are in another country? Do I need to renew my medication scripts prior to departure? * What does the health centre cover/provide in the host institution? Is there are charge for this and is this covered by insurance? * What does my health insurance cover abroad? * Will I have a contact person like my tutor/lecturer? |
| **Returning Home**   * What happens if I do not finish my study term? Who should I contact on my return? |