



Paperwork

Please upload the following documents to your participant portal as soon as possible. Your placement cannot be secured until these are received.

Resume

Cover Letter

Copy of Passport

Photo

Questionnaire Form

Letter of Recommendation (Medical Program)

Writing Sample (Journalism Program)

Application Fee

\$200 application fee must be received before your placement can be secured.

Passport

A valid passport is required for ALL international travel. Please check the expiration date on your passport. If it expires LESS THAN 6 MONTHS after the start of the trip, you will need to renew your passport. If you need to order or renew your passport and you are a US citizen, you can do so here: <http://travel.state.gov/content/passports/english.html> If you are a citizen of any other country, please check with the State Department in your country for details on how to order or renew a passport.

Visa

US Citizens are not required to get a visa to Thailand in advance. You will get a 30-day entrance visa upon your arrival in the airport. Your visa can be easily extended once you are in Thailand. If you are staying longer than 30 days and would like to get your visa in advance, ELI will provide you with a letter of invitation for the application. For more information about the visa process see: <http://www.thaiembdc.org>.

Citizens of any country other than the USA should check with the Thai Embassy in their country or region for information on the visa process.

Medical Insurance

All participants are required to carry travel medical insurance for the entire duration of their program. This insurance needs to primarily cover major catastrophe events. Standard doctor visits and other minor medical concerns are easier paid out of pocket in most countries. Check with any current medical insurance you may have to see if you can there is a possible travel addendum you can purchase for your trip. If not, travel insurance can be purchased separately relatively inexpensively. For more information on travel medical insurance options please see our resource page here:

<http://www.eliabroad.org/insurance>

Vaccinations

There are no vaccinations required for Thailand. There are, however, recommended vaccinations that all participants should consider. We HIGHLY recommend making an appointment to see a doctor who specializes in travel medicine in order to determine which vaccinations are best for you. The US Center for Disease Control offers an excellent set of basic guidelines to look at: <http://wwwnc.cdc.gov/travel/destinations/thailand.htm>

Flights

Airfare can be the most expensive aspect of any trip abroad. You should begin looking at flights to Thailand and comparing prices now. For information and suggestions on booking tickets, please see our resource page here: <http://www.eliabroad.org/airfare> Once your airfare is booked please fill out your flight details in your portal. Please also email a full copy of your flight itinerary to us at info@eliabroad.org so we can make sure you get picked up from the airport. Participants doing their programs in Chiang Mai should fly into the Chiang Mair International Airport; Participants in Bangkok should fly into the Suvarnabhumi Airport.

**Please do not book your flight until your placement is confirmed.*

Program Fee

Due 30 days before the start of your program.

This checklist is for your convenience only. Any recommendations or requests from a program specialist that differ should be considered priority over this list.