Study Abroad Application — 1-Page Checklist

Use this checklist to track progress from shortlisting to submission.

- ☐ Define target countries & intake (Fall / Spring)
- ☐ Shortlist universities & programs (fit + budget)
- ☐ Check academic & language requirements
- ☐ Register & prepare for required tests (SAT / ACT / IELTS / TOEFL)
- ☐ Create application timeline with internal deadlines
- ☐ Draft Essay
- ☐ Prepare Letters of Recommendation (LORs)
- ☐ Update CV / Academic Resume
- ☐ Arrange transcripts & school documents
- ☐ Research scholarships & financial aid
- ☐ Submit applications before deadlines
- ☐ Track application portals & email updates
- ☐ Prepare for interviews (if applicable)
- ☐ Finalize offers & confirm enrollment