

Master ✓ Checklist

Name: _____

Please print this form and use it to track your progress as you complete and check off each item.

Links to each item below can be found under the “Apply Now” button on the website. We know it seems like a lot of stuff, but everything is important and necessary for processing your application. Thank you in advance!

Please ensure that your name is included in your email subject and/or on each document.

Email for scans: bonjour@chezvousnormandy.org

Address for mailing: PO Box 448, Wheaton IL 60187

1) Website items to fill out - [submit](#), [scan & email](#), or mail . . .

_____ [Application Part A - My Core Information \(online form to fill out and submit online\)](#)

_____ [Application Part B - My Current French Progress \(complete and scan with Prof/Dept signature\)](#)

_____ [Application Part C - My Motivation \(complete and scan with your signature\)](#)

_____ [Supplemental Services Needed \(online form to fill out and submit online\)](#), OR

_____ Check here if no Supplemental Services needed

_____ [Travel Planning Sheet \(to print out, complete, and scan\)](#)

2) Your personal items to scan and email, or mail . . .

_____ This Master Checklist form once completed (be sure and retain a copy as well)

_____ Current Student ID at your home university

_____ Your valid passport, **OR**

_____ copies of: a) your filled-out passport application form, **AND** b) your Driver's License

_____ Health Insurance card with confirmed international coverage for your entire trip, **OR**

_____ you are selecting 3rd-party health insurance option on the Supplemental Services sheet

_____ Photos: 2 physical passport photos (available at chain stores such as Walmart or [Walgreens](#)- write your name on back of photos and mail to Wheaton IL), **OR**

_____ email a high quality jpeg photo to bonjour@chezvousnormandy.org.

3) And finally: \$1500 Deposit + \$30 Application Fee . . .

_____ (date mailed to Wheaton IL address), **OR**

_____ (date paid through website via credit card)