

## GETTING THERE

As the time of your departure to Scotland approaches, the level of excitement and anticipation increases while the list of things to do gets longer. You can do several things to ease the transition from your life in the U.S. to your new life in the United Kingdom (U.K.). The earlier you can address your obligatory preparations, the more time you will have for your own agenda.

### Preparing to Leave/Travel Arrangements

You will need to get a passport and confirm your travel plans.

You are responsible for arranging and paying for your own airfare to/from Scotland. However the WIS Administrative Office has arranged an optional group flight and pick-up service to assist you. The seats on the optional group flight are available on a first come, first served basis. Specific information regarding this flight will be sent to you after your application has been processed through the WIS Administrative Office.

The WIS program will provide a pick-up service to shuttle students from the designated arrival airport of the optional group flight to Dalkeith House. If you are traveling independently (separate from the optional group flight), you can still take advantage of the pick-up service. However, you will need to be at the designated airport prior to the arrival of the optional group flight. A bus will be waiting to meet students for departure to Dalkeith House. If you arrive after the optional group flight has departed the airport, you will be responsible for finding your own way to Dalkeith House and paying for your transportation to get there. Directions can be found on the WIS website by clicking on "About the Program" under the "Resources" section on the WIS homepage and scrolling down to the third bullet in the second section ("Where exactly am I going?").

Updates regarding the optional group flight and pertinent information for arrival at Dalkeith House will be located in the right hand column on the homepage of the WIS website.

### Orientation

The Office of International Education/Programs has a collection of materials that you should examine at your convenience. A WIS videotape and slide program, tourist literature, maps, and other information is available for your review. These materials must be used in the Office of International Education/Programs during regular office hours.

## DOCUMENTATION

### Passport

The following is a brief synopsis of how to obtain a U.S. passport. More specific information can be found on the following website: <http://www.travel.state.gov/>. The application form is available to fill out online or download.

WIS students are responsible for all costs associated with obtaining their passports. As of February 1, 2008, the fee to obtain a passport is \$100 (passport application fee is \$75; execution fee is \$25). Note: You may be required to make two separate payments since the passport application fee is paid to the "U.S. Department of State" and the execution fee is paid to the facility where you apply.

To obtain a passport, you will need the following:

- Proof of U.S. citizenship (one of these): an official certified birth certificate (must bear the official stamp of the registrar); a previous U.S. passport; a consular report of birth abroad; naturalization certificate; or certificate of citizenship. (All documentation submitted as evidence of U.S. citizenship will be returned with the issued passport.)
- Proof of identity such as a current, valid driver's license; registered picture I.D; previous U.S. passport.
- Two passport photographs: must be 2x2 inches in size; identical; taken within the past 6 months; showing current appearance; color; full face, front view with a plain white or off-white background; between 1 inch and 1-3/8 inches from the bottom of the chin to the top of the head; and, taken in normal street attire.
- Your social security number.

You may apply for your passport at various county courthouses and post offices (allow up to 10 weeks for processing). Following are some of the local agencies:

U.S. Post Office  
126 N. Barstow St.  
Eau Claire, WI 54703  
Phone: 715/830-5300

Clerk of Courts Office  
Pierce County Courthouse  
414 W. Main St.  
Ellsworth, WI 54011  
Phone: 715/273-3531

Clerk of Courts Office  
St. Croix Co. Govt. Center  
1101 Carmichael Rd.  
Hudson, WI 54016  
Phone: 715/386 4610

Clerk of Courts Office  
Dunn County Courthouse  
615 Stokke Parkway  
Menomonie, WI 54751  
Phone: 715/232 2611

U.S. Post Office  
208 N. 2nd St.  
River Falls, WI 54022  
Phone: 715/425-8483

Clerk of Courts Office  
Douglas Co. Courthouse  
1313 Belknap St.  
Superior, WI 54880  
Phone: 715/395-1483

If you meet certain criteria, you may apply for your passport in person (an appointment is required) at:

Chicago Passport Agency  
Kluczynski Federal Building  
230 South Dearborn St., 18th Floor  
Chicago, IL 60604-1564  
Automated Appointment Number: 1-877-487-2778

Keep your passport safe and convenient whenever you travel. You will need to present it before boarding your transatlantic flight and upon arrival in Britain or any other European country.

#### Letter to Immigration Officials

Prior to departure of the optional group flight from the U.S., the WIS Administrative Office will send each student who has been accepted to participate in the WIS program a letter addressed to immigration officials. This letter will state that the student is planning to pursue a term of study in higher education in the WIS program at Dalkeith, Midlothian, Scotland. Acceptance means the student is in good standing at their home university and is pursuing a full-time approved course of study. This letter should be presented along with your passport to immigration officials upon your arrival in Great Britain.

## Visa

At your port of arrival in Britain, immigration officials will stamp your passport with a visa that allows you to remain in the U.K. for the period of your study program. No prior application is required.

Most European countries do not require a visa if you will be visiting there less than 30 days. However, it would be advisable for you to verify which countries do require a visa before completing your travel plans. Information is available in the Office of International Education/Programs. Students should be warned against traveling in areas with political problems. You can find more information at the following address on the Internet: [http://travel.state.gov/travel\\_warnings.html](http://travel.state.gov/travel_warnings.html)

## Health Records

No special immunizations are currently required for entry to or return from Great Britain, nor has the Center for Disease Control issued any health advisories.