

Global Master's in International Education

Flight, Passport, & Visa Information 2024-2025

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GENERAL FLIGHT INFORMATION

This document is designed to assist you in making your travel arrangements. An essential part of your preparation for your program includes obtaining the proper travel documentation for your international stay. Please read this document carefully to determine if you need to take immediate action to prepare for travel.

You are responsible for booking your own travel to and from the program locations. In addition, it is your responsibility to read and understand the terms and conditions for your airline ticket(s), to reconfirm your flight reservations in advance of the day of travel, and to be aware of airline and TSA regulations for baggage size and contents. SIT is not responsible for additional charges you may incur due to airline schedule changes or other travel-related reasons.

Once you have finalized your travel arrangements, please upload your flight details into the confirmation portal no later than 30 days prior to departure; this will ensure that SIT staff knows when to expect you.

Please note that medical insurance provided to you through SIT Graduate Institute covers you only while you are outside the United States and while you are enrolled with SIT. This coverage is not in effect while you are in the United States during any component of the program. All students should carry their own travel accident and illness insurance while traveling independently before or after official SIT programming and U.S. students should maintain coverage in the United States throughout the course of their program.

GENERAL PASSPORT INFORMATION

To participate in this program, you will need a signed passport that is valid for at least six months after the end of the practicum period.

- If necessary, apply for a new passport or renewal immediately.
- U.S. Citizens: consult the [U.S. State Department](https://travel.state.gov) for passport processing times and application procedures.
- Non-U.S. Citizens: contact your local passport office.

Students are responsible for their own passports. Please make a copy of the first two pages of your passport (one of which has your photo), and your visa (if applicable), and store in a separate location than your passport. Throughout the term, students should always keep a copy of their passport and visa on their person.

GENERAL VISA INFORMATION

A visa is an official endorsement from a foreign government permitting entry into and travel within a particular country or region for a specified period of time. A visa may be glued or stamped directly into an applicant's passport or be on a separate paper for insertion into the passport. It may be obtained before departure or upon arrival in country.

You are responsible for complying with all visa procedures and deadlines. Keep in mind that procedures and fees are subject to change at the discretion of the embassy or consulate with jurisdiction over your application. Students should double-check visa procedures.

Issuance of visas is at the sole discretion of the applicable consulate or embassy; SIT assumes no responsibility for the issuance or denial of any visa.

WASHINGTON, DC ARRIVAL/DEPARTURE INFORMATION

| WASHINGTON, DC, ARRIVAL | WASHINGTON, DC, DEPARTURE |
|---|--|
| Sunday, September 8, 2024* | Saturday, September 14, 2024* |
| The closest airport to downtown Washington, DC, is Ronald Reagan National Airport (DCA). Please reserve a flight that lands by 2:00 pm EDT to allow enough time to transfer to your housing and then to our first program location for our opening session and dinner. You may also fly into Dulles (IAD) or Thurgood Marshall Baltimore Washington International Airport (BWI) but should allow a minimum of four hours to transfer from those airports to the Washington metropolitan area. | Dulles International Airport (IAD) Students <u>must</u> depart the United States on Saturday, September 14, to arrive in Spain on Sunday, September 15. Students will be responsible for purchasing and arranging their flights to Spain. |
| An optional no-host dinner gathering will be arranged for Sunday evening. Our first required meeting will take place on Monday morning at 9:00 am EDT. Details will be provided closer to the start of the program. | Students will be responsible for their own travel to the airport. If flights coincide, we may be able to coordinate. Details will be confirmed closer to the date of travel. |
| Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. | Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. |

* Dates are subject to change until final confirmation. Do not purchase tickets until directed to do so.

SPAIN ARRIVAL/DEPARTURE INFORMATION

| SPAIN ARRIVAL | SPAIN DEPARTURE |
|---|---|
| Sunday, September 15, 2024* | Thursday, December 12, 2024* |
| Seville Airport, Seville, Spain (SVQ) | Seville Airport, Seville, Spain (SVQ) |
| Questions prior to travel can be directed to the Program Coordinator. Students will be advised about a meeting spot prior to their travel. | SIT will facilitate transportation to the airport. |
| Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. | Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. |

SPAIN VISA INFORMATION

Students with U.S. passports

The documents that citizens of the United States need to present to enter Spain are the following:

- **Passport:** The passport must be valid for a minimum of 3 months from the date of departure from Spain. You must leave at least 2 blank pages, so that the migration authorities can stamp it when entering Spain.
- **Air ticket:** The air ticket must indicate the arrival and departure dates and must be within the allowed 90 days of stay.
- **Accommodation:** Confirmed reservation of where you are going to stay during your stay.
- **Reason for the trip:** If asked by the migration authority for the reason you are visiting Spain, you should reply that you are traveling for tourism and your own learning. Do not reply that you will be studying or you may not be granted an entry visa.
- **Economic means:** You must demonstrate that you have the necessary money to be able to pay for your stay. A copy of a bank statement showing you have funds for rent, meals, and other expenses, or a credit card, will suffice.

A non-EU national who stays in the Schengen Zone beyond 90 days (without a residence permit or long-stay visa) is illegally present, which can result in a re-entry ban to the Schengen area and a penalty fee. Once the 90 days have passed, you will not be able to apply for another tourist visa until 180 days have passed since the first entry into the Schengen territory.

Students with non-U.S. passports

Students with passports from a country other than the United States may be subject to distinct requirements for obtaining a visa or meeting other conditions of entry into the two program countries. Many countries require individuals to apply for visas in person at the relevant embassy or consulate located in their country of citizenship. We strongly recommend that students with passports from a country other than the United States contact the Spanish embassy closest to you

immediately to confirm visa and/or entry requirements applicable to your country of citizenship and to determine next steps while allowing plenty of time to apply.

VIETNAM ARRIVAL/DEPARTURE INFORMATION

| VIETNAM ARRIVAL | VIETNAM DEPARTURE |
|---|---|
| Sunday, January 26, 2025* | Saturday, May 10, 2025* |
| Tan Son Nhat International Airport (SGN) | Tan Son Nhat International Airport (SGN) |
| Program staff will meet you at the International Arrivals Gate. | SIT staff will help you identify appropriate transport back to the airport. |
| Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. | Proof of up-to-date COVID-19 vaccines/boosters and a negative COVID-19 viral test may be required. Details will be confirmed closer to the start of the program to reflect current regulations. |

Group Meeting Information: Upon arrival at Tan Son Nhat International Airport (SGN) in Ho Chi Minh City, each student will be met by a SIT staff member. Students will either be taken as a group to their hotel or they may be directed to take an airport taxi, for instance Vina Sun taxi, Mai Linh taxi or Saigon Airport taxi, to the Orchids Hotel, 192 Pasteur Street, Ward 6, District 3, Ho Chi Minh City (tel: +84-3636-52-22; www.orchidshotelsaigon.com). The distance from airport to hotel is approximately 6 kilometers or 5 miles. The taxi fare is around US\$8-\$10 or 160,000-200,000 Vietnamese Dong.

VIETNAM VISA INFORMATION

Required documents for all students

- Original passport valid for at least 6 months past the end date of the program with at least one blank page available for visa; a photocopy of your passport will not be accepted.
- A signed application form: The form must be completed, signed, and have the reference number written on the top of the form.
- One photocopy of the completed application form attached to the original application form.
- One color passport-style ID photo attached to the application form.
- Visa Clearance Code/Letter of Approval (provided by SIT)
- Guarantee Letter from SIT/Letter of Acceptance (provided by SIT)

How to apply for the visa

Students are encouraged to apply for a student visa for Vietnam while still in residency in Spain during the fall semester. Processing time for this visa is around **6 to 8 weeks**. Total cost of the visa process is approximately **\$185** including visa fees from the consulate plus the cost of obtaining certain supporting documents as required by the Vietnamese embassy plus the possible cost of travel to Madrid. Directions and details will be provided to the group during the first semester in Spain; the cost is subject to change depending on current requirements at the time of application. Students who wish to apply for their Vietnam visa from home should plan on doing so immediately upon their return to their home country. Please note that students may be required to travel to an Embassy of Vietnam to secure their visa at their own expense.