



UNIVERSITY of CALIFORNIA

Education Abroad Program

Paris Center for Critical Studies, Spring 2012–2013 CIEE Polaris Instructions

Once you have submitted your CIEE application and been admitted to the program, you will receive instructions from CIEE to complete additional forms in your CIEE Polaris account, in addition to the items you must complete in your UCEAP Predeparture Checklist, and you will be given additional informational materials. **Review all guides and program details carefully and complete all forms as instructed by CIEE, except for the Physician's Medical Report, which you do not need to submit.**

- Participant Contract
- Program Dates, Details, and Updates
- Course Registration
- Program Handbook
- French Visa Information
- Housing Survey
- Homestay Placement Letter Form
- Request for Candid Photo
- Physician's Medical Report
 - **You do not need to complete this item.** You are required to submit your UCEAP Health Clearance to the UCEAP Systemwide Office by the deadline on your UCEAP Predeparture Checklist. UCEAP will mail your UCEAP Health Clearance directly to CIEE in place of this document. Once received by CIEE, the "Physician's Medical Report" will be marked as "completed" on your online checklist in MyCIEE.
- Student Medical Questionnaire
- Flight Arrival Information Survey
- CIEE Accident and Sickness Insurance Information
 - **IMPORTANT:** While abroad, you are covered by the UCEAP insurance as your primary provider, and the CIEE insurance as your secondary provider. For information on your UCEAP insurance, visit the "Insurance" tab on your UCEAP Participants page.
- Online Pre-Departure Orientation Instructions

Questions? For questions regarding the CIEE pre-departure requirements, please contact the CIEE France Enrollment Officer, Megan Gardner, at 207-553-4104 or mgardner@ciee.org.