



UCEAP Participation Letter Instructions

The UCEAP Participation Letter verifies your UCEAP student status at the University of California, your financial status, and your coverage under the mandatory insurance policy. You will submit copies of the letter to CampusFrance and to the French Consulate as part of the student visa application process.

Once you have received the link to your online Predeparture Checklist, you will receive the UCEAP Participation Letter within two to three weeks from your campus study abroad office. As soon as you receive your UCEAP Participation Letter, check the letter to make sure all information included is correct (the letter may include your name, birthdate, birthplace, program dates, etc.) Your name should be exactly as it appears in your passport. If you find a mistake, please contact Carly Salvadore at csalvadore@eap.ucop.edu immediately.

Make three photocopies of this letter and do the following:

- Mail one photocopy with payment to CampusFrance as part of your CampusFrance registration – see the *CampusFrance Registration Instructions* in the Predeparture Checklist for more information.
- Bring the original letter and one photocopy to the French Consulate when you go in person to apply for your student visa. Highlight the paragraph containing insurance information on both the original and photocopy before submitting them to the consulate.
- Keep one photocopy for your records (take this copy to France with you).