

## CHECKLIST for Baylor in Brazil 2015

We are delighted that you are interested in the *Baylor in Brazil (BiB)* program! BiB participants complete six credit hours of health-related courses and engage in faith-based health promotion projects that impact lives in Brazilian communities. Enrollment is limited to 10 students who complete all application and preparation requirements and whose personal and professional goals match the BiB mission of “faith-based service learning” through health promotion (see [www.baylor.edu/soe/baylorinbrazil](http://www.baylor.edu/soe/baylorinbrazil) for more info).

The following checklist includes steps required for application/acceptance into the program *and* for trip preparation if you are accepted and commit. To indicate you are aware of all required steps, access and electronically sign this checklist at [bearsabroad.baylor.edu](http://bearsabroad.baylor.edu) (click *programs* at top of screen and choose/type in *Baylor in Brazil*). You must also apply online.

The total BiB program fee is \$4400. After the \$500 deposit, you may pay the full amount owed by the Payment #1 deadline *or* follow all payment increments/deadlines described below. You must *also* pay Baylor through the usual channels for the required 6 credit hours of summer tuition and related fees. Note the scholarship information/opportunity under *step 1* below!

We look forward to getting to know you!

--The BiB Directors: Dr. Eva Doyle ([Eva\\_Doyle@baylor.edu](mailto:Eva_Doyle@baylor.edu)) and Dr. Robert Doyle ([Robert\\_Doyle@baylor.edu](mailto:Robert_Doyle@baylor.edu))

#	REQUIREMENT	DEADLINES
<b>APPLICATION AND PROGRAM COMMITMENT</b>		
1	Apply for Scholarship: If interested/eligible, apply for Baylor's <i>Glennis McCrary Goodrich International Scholarship</i> . See link for details and do NOT miss the deadline! This application is ENCOURAGED but NOT REQUIRED! <a href="http://www.baylor.edu/study_abroad/index.php?id=48458">http://www.baylor.edu/study_abroad/index.php?id=48458</a> . MPH students should also check with the Dr. Eva Doyle for potential scholarship help specific to the MPH program.	Check their weblink!
2	<b>Checklist:</b> Read and electronically sign this “checklist” via the Bearsabroad system	February 1, 2015
3	<b>Attend a BiB Infosession</b> (see <a href="http://www.baylor.edu/soe/baylorinbrazil">www.baylor.edu/soe/baylorinbrazil</a> for schedule/details. (Infosessions begin in the fall semester. Attend an early session to allow yourself time to plan finances, etc.)	
4	<b>Application Form:</b> Complete all application requirements on the Bearsabroad system.	
5	<b>Two Recommendations:</b> Ask two individuals to complete an online recommendation through Bearsabroad. (Suggestion: a Baylor professor who knows your academic abilities/work ethic and a supervisor/observer of your community service/church missions activities. This second person <i>may</i> be a Baylor professor, church pastor, or other community member. NEITHER person should be a relative.)	
6	<b>Code of Conduct Form:</b> Read and electronically sign the <i>code of conduct</i> form on the online system.	
7	<b>Deposit:</b> Place your \$500* deposit check (payable to <i>Baylor in Brazil Program</i> ) in a sealed envelope addressed to Dr. Eva Doyle. <i>See below for delivery/mailling instructions*</i>	February 2-20, 2015
8	<b>Interview:</b> Complete a 30-minute interview with Dr. Eva Doyle by the designated deadline. (Email her at <a href="mailto:Eva_Doyle@baylor.edu">Eva_Doyle@baylor.edu</a> to inform her that you have applied and to set up an interview.)	
9	<b>Program Commitment:</b> You will be informed about acceptance via email. If accepted, follow instructions for officially <i>committing</i> to program participation in the Bearsabroad system by the indicated deadline.	February 23, 2015
<b>PROGRAM PREPARATION</b>		
10	<b><u>Attend First Mandatory Group Meeting and Dinner</u></b> 1. <b>Bring to this meeting your:</b> a. <b>Payment #1: \$1300</b> (nonrefundable check payable to <i>Baylor in Brazil Program</i> ). Your deposit, this payment, and all subsequent payments are nonrefundable after this date. b. <b>Passport</b> (Must be current through end of August!! <i>We will obtain your visa for you.</i> ) 2. <b>Be prepared to</b> take visa photos, discuss preliminary program plans, and receive a <i>BiB Travel Packet</i> (includes forms to complete/bring to next meeting – step 11).	Sunday, March 1, 2015 5-8 pm <i>Mandatory Meeting &amp; Dinner (location TBA)</i>
11	<b><u>Attend Second Mandatory Group Meeting and Dinner</u></b> 1. <b>Bring with you to this meeting your:</b> a. <b>Payment #2 of \$1300</b> (Nonrefundable check payable to <i>Baylor in Brazil Program</i> ) b. <b>Completed BiB Travel packet</b> (insurance & release forms – Distributed in Meeting #1) 2. <b>Be prepared to</b> take group pictures for use in Brazil, discuss travel/program plans, & receive training.	Sunday, April 12, 2015 5-8 pm <i>Mandatory Meeting &amp; Dinner (location TBA)</i>
12	<b><u>Deliver Payment #3 (final payment) of \$1300</u></b> (nonrefundable check payable to <i>Baylor in Brazil Program</i> ) in envelope addressed to Dr. Eva Doyle. <i>See below for delivery/mailling instructions*</i>	Friday, May 1, 2015
13	<b><u>Enroll in Courses and Settle Account:</u></b> Check with Dr. Eva Doyle about specific courses and sections in which you should enroll. Enroll in those courses and pay Baylor for tuition, fees, etc.	(Use BU dates for enrollment/payment)
14	<b><u>Confirm enrollment and summer contact info:</u></b> Email to Dr. Eva Doyle ( <a href="mailto:Eva_Doyle@baylor.edu">Eva_Doyle@baylor.edu</a> ) your summer contact information and confirmation of BiB course enrollment by the designated date.	Monday, May 4, 2015

**\*Directions to HHPR Office:** Deliver to HHPR office in Rena Marrs McLean Gym (MMGYM). To find office, face front of MMGYM (5<sup>th</sup> street). Go to your right around corner and enter building single glass door. Inside, enter hallway to your right. Office is first door on left (glassed windows). (Or mail it: Dr. Eva Doyle, One Bear Place #97313, Waco, TX, 76798-7313.)