



COSTA RICA CENTER FALL 2014 TRAVEL & VISA INFORMATION

We are happy you have chosen the LIU Global Costa Rica Center. We hope you are prepared for an experience full of new realizations and challenges. The following is important information for all students traveling to the Costa Rica Center.

PASSPORT

All LIU Global students need a valid passport to participate. Make sure your passport is valid for at least one year, that it is in good shape, and that it has at least 10 empty pages. When you enter the country make sure that it gets stamped at the airport.

If you do not have a passport, please apply for one immediately. First-time applicants need to apply in person. See the U.S. Department of State website for more information:

http://travel.state.gov/passport/passport_1738.html.

VISA

In April 2013, a new immigration law came into effect in Costa Rica. All LIU Global students attending the Costa Rica Center for a semester or a year will need to apply for an extended stay visa. The Costa Rica Center staff will assist you in applying for the visa once you are in Costa Rica.

Important: Required documents to apply for the visa will vary depending on how long you will be attending the Costa Rica Center.

→If you will be attending the Costa Rica Center for 2 semesters (a full academic year), you MUST bring the following with you to Costa Rica:

- **A total of \$250 to cover visa-related costs**
This will cover the expenses of legal services that you will request in Costa Rica with the help of our staff: \$100 for visa processing, \$100 for a temporary residency card, and \$50 for official translations of visa documents. Please note that these prices are subject to change every year.
- **Valid passport with an expiration date of no less than a year**
- **6 recent passport photos**

- **A certified copy of your birth certificate, with apostille¹**
 - o *Each state has its own set of rules and fees for ordering certified copies of birth certificates. Click [here](#) to find out where to request a copy and how much it will cost in your home state.*
 - o *Contact your Secretary of State Office to ask for specific instructions on where and how to request an apostille for the birth certificate.*

- **Criminal/police record, with apostille**
 - o *Go to your local police department and request that the police conduct a local or state criminal records search and provide you with a document reflecting that there is no history of a criminal record.*
 - o *Contact your Secretary of State Office to ask for specific instructions on where and how to request an apostille for the police record.*

Additional notes:

- o *Once you have obtained the certified copy of your birth certificate and your criminal record, you will need to carry out additional steps before submitting the documents to the Secretary of State Office for an apostille. For instance, most states will require that you get the police record notarized before submitting it. The requirements and costs vary from one state to another, so be sure to ask for specific instructions.*
- o *If you are unable to make in-person requests to obtain the documents or apostilles, make sure to leave enough time available for mailing times and possible delays.*
- o *If you are not a U.S. citizen, you will need to conduct additional research on where and how to obtain the documentation listed above. If your country is part of the Apostille Convention, you will need to get apostilles for your birth certificate and police record. If your country is not a part of the Apostille Convention, you will need to get authentications for those documents instead. Be sure to contact Laura Moya, the Coordinator of Freshman Enrollment at the Costa Rica Center, so that she may assist you in this research and provide additional information on visa restrictions for your specific country.*

→If you will be attending the Costa Rica Center for 1 semester only, you MUST bring the following with you to Costa Rica:

- **A total of \$200 to cover visa-related costs**
This will cover the expenses of legal services that you will request in Costa Rica with the help of our staff: \$100 for visa processing and \$100 for a temporary residency card. Please note that these prices are subject to change every year.

- **Valid passport with an expiration date of no less than a year**

- **6 recent passport photos**

¹ An **apostille** is a certificate that authenticates the origin of a public document (i.e. birth, marriage, or death certificate) so that it is valid in another country. Apostilles can only be issued for documents issued in one country party to the Apostille Convention and that are to be used in another country which is also a party to the Convention, as is the case with the U.S. and Costa Rica. You can read more about apostilles [here](#).

You will need to bring these documents with you to Costa Rica. Once you have arrived, the Costa Rica Center staff will provide additional documentation, and assist all students in completing additional steps in Costa Rica to request the visa, which should be processed within three months.

We request that you begin to gather these documents as soon as possible.

Please email scanned copies of the apostilled documents and a photocopy of your passport as soon as you have obtained them to Laura Moya, laura.moya@liu.edu, by Wednesday, June 25th, 2014. It is IMPERATIVE that you obtain these documents in the U.S. prior to flying to Costa Rica.

Please contact Laura Moya with any questions or concerns at laura.moya@liu.edu or 718 554 0396.

FLIGHTS

NEW STUDENTS:

- New students must travel to New York to participate in the new student orientation which will be held on Tuesday, August 26th and Wednesday, August 27th, 2014 in Brooklyn, NY. Please send an email to Carlett Thomas, Director of Student Affairs & Administrative Services, with a copy of your itinerary (if you are flying to New York) or your estimated date and time of arrival in New York. Also, please indicate if any family members will be accompanying you at orientation. Carlett can be reached at carlett.thomas@liu.edu or 718 488 3409. For more information about the orientation (agenda and accommodations), visit the [Orientation](#) section of our webpage.
- All new students will depart on Wednesday, August 27th, 2014 on a group flight with the Center Director, Sarah Moran, to Costa Rica. Please purchase the following flight and forward a copy of your purchase to laura.moya@liu.edu:
United Airlines flight number 1082
Wednesday, August 27th, 2014
Departing from Newark, NJ (EWR) at 5:48 p.m.
Arriving in San José, Costa Rica (SJO) at 9:15 p.m.
- You will enter Costa Rica as tourists. U.S. citizens and residents get a maximum 90-day stay as tourists, which is why you will need to apply for an extended stay visa once you are in the country. At the airport they may ask for proof that you will be exiting Costa Rica before the 90 days (which will be the case when you go on the field trip to Panama or Nicaragua), so Sarah will bring your bus tickets from Costa Rica to Panama or Nicaragua as proof.
- When purchasing the group flight to Costa Rica, you may want to purchase your return flight home as well, since roundtrip tickets are often cheaper than one-way tickets. If so, keep the following dates in mind:
 - Fall semester ends on Friday, December 5th, 2014.
 - Homestay family contracts end on Sunday, December 7th, 2014. If you choose to stay in Costa Rica beyond this date, you will need to make your own housing arrangements.

CONTINUING, VISITING AND/OR SENIOR STUDENTS:

- Continuing, visiting and/or senior students coming to the Costa Rica Center should make their own flight arrangements and must arrive in Costa Rica no later than Wednesday, August 27th, 2014. When purchasing the group flight to Costa Rica, you may want to purchase your return flight home as well, since roundtrip tickets are often cheaper than one-way tickets. If so, keep the following dates in mind:

- Fall semester ends on Friday, December 5th, 2014.
- Homestay family contracts end on Sunday, December 7th, 2014. If you choose to stay in Costa Rica beyond this date, you will need to make your own housing arrangements.
- **It is very important to call or e-mail your arrival information to the Costa Rica Center as soon as you can so we can notify your host family of when you arrive.** Please send this information (date and time, airline and flight number) to laura.moya@liu.edu.
- Please do not wait until the last minute! For students who have not been to the Costa Rica Center before, someone will be at the airport waiting for you with a sign that says "LIU Global." Continuing students will be expected to make their own travel arrangements from the airport to their host family's home. If students plan to come to Costa Rica before then, they will be responsible for making and paying for their own food and lodging arrangements as our commitment with the host families does not begin until August 29th, 2014.

DATES TO KEEP IN MIND

Upon arrival in Costa Rica, the Ingathering orientation will be from August 28th, 2014 through August 30th, 2014. Classes will begin on Monday, September 1st, 2014. Fall semester ends on Friday, December 5th, 2014.

ADDITIONAL INFORMATION ON COSTA RICA

Visit http://travel.state.gov/travel/cis_pa_tw/cis/cis_1093.html for additional health and safety information on Costa Rica.

COSTA RICA CENTER CONTACT INFORMATION

Vonage: 718-554-0396 (Laura Moya or Maria Sandberg) or 718-233-1159 (Sarah Moran)

Telephone: 011- 506-2260-6672

Fax: 011- 506-2260-9656

E-mail: laura.moya@liu.edu

Mailing address:

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