



# THE WASHINGTON SEMESTER PROGRAM

## CHECKLIST

### CHECKLIST OF FORMS AND MATERIALS TO RETURN TO WINS

**NOTE THAT MOST OF THE FORMS TO BE SIGNED AND RETURNED ARE WHITE AND HAVE THE ENVELOPE ICON IN THE BOTTOM CORNER**



- **Housing Application**
- **Housing Agreement**
- **\$200.00 non-refundable program deposit (Make payable to American University. Provide your name and SS# on the check or money order.)**
- **Consent and Release Form**
- **Transportation Form**
- **Health Insurance Information (Please include proof of Health Coverage)**
- **Parking Policy (All students MUST complete)**
- **Chevy Chase Bank Form & Copy of Driver's License (to open bank account)**
- **Emergency Contact Information**
- **Transcript Request Form**
- **Course Information**

Please call the WINS staff at (202) 885-5934 or 1(800)853-3076 if you have any questions about the WINS program and the registration packet.

As soon as we receive the above materials, your registration and housing arrangements will be finalized. Thank you very much for your cooperation.