

Time	Task
Pre-Departure	
1-2 months before preferred departure date	<p>Discuss departure plans with KAEC</p> <ul style="list-style-type: none"> • If using a roundtrip ticket purchased by KAEC, contact travel agency to confirm flight (as instructed) • Send final return itinerary to KAEC <p>Begin planning your sorting and packing.</p> <ul style="list-style-type: none"> • The final month always goes quickly, so consider your plans to toss, donate, or sell items well in advance. (More information on packing)
Within final month (as needed)	<p>Close/arrange to close outstanding accounts:</p> <ul style="list-style-type: none"> • Cellphone • Internet • Transportation (e.g., T-Money) • Bank • Memberships (e.g., gym, library, etc.) <p><u>Please note that, if an account is linked to your Residence Card number, you may not be able to alter/close the account after your Residence Card has expired.</u> (More information on accounts)</p> <p>For shipping receipt reimbursement in KRW, submit receipts to KAEC at least two weeks before you plan to close your Korean bank account. (More information on shipping)</p>
Within 2 weeks of the official award end date	<p>Submit Certificate of Entry & Exit to KAEC for the grantee and all accompanying dependents (Instructions)</p>
Within 1 calendar day of departure	<p>Take an antigen or NAAT COVID-19 test (per U.S. entry requirements)</p> <ul style="list-style-type: none"> • Keep documents for medical claim to ASPE (or other insurance) • More information on testing <p>As of June 12, 2022, the CDC no longer requires U.S. citizens to obtain negative COVID-19 test results before returning to the U.S.</p>
Day of departure	<p>Return Residence Cards for the grantee and all accompanying dependents to Immigration officers at the airport (Instructions)</p> <ul style="list-style-type: none"> • Failure to return a card may result in a fine
Post-departure	
Within 30 days of departure (or official award end, whichever is earlier)	<p>Submit final reports:</p> <ul style="list-style-type: none"> • Instructions for Scholars • Instructions for Students <p>To access the “Forms & Documents” section of the digital handbook, visit https://www.fulbrightkr.org/forms-reports.html and type in the password</p>