



Office of International Student Services

Request for I-20 Travel Signature

INSTRUCTIONS: This form is to be completed by all F-1 students if you/your dependents will need to reenter the United States (U.S.)--after a temporary absence of 5 months or less--if you do not already have a "recent" travel signature on your (and your dependent's) I-20. Before completing this form, F-1 students should check the **bottom section of page 3** of your (and your dependent's) current I-20. If there is no signature at all, or if the OISS signature will be more than 12 months old before you/your family's reentry into the U.S., you will need to complete this form. **This form MUST be submitted with all required attachments at least 2 weeks prior to your departure AND at least 2 weeks prior to the University closing for the holidays.** ► *If you/your dependents already have a travel signature that will not be more than 12 months old when you/your family plan(s) to reenter the U.S., then you will NOT need to complete this form.* ◀

1. Name on PASSPORT _____
2. Banner/Student ID _____
3. Approximate date of departure from the U.S. _____
4. Destination _____
5. Current passport expiration date _____
6. Latest F-1 visa expiration date _____
(Students from Canada: Please write "N/A" for not applicable)
7. Approximate date of return to the U.S. _____
8. Is everything correct on your I-20? Yes No
9. Current US address: _____

10. Have you been employed off-campus without written authorization from the OISS or an Employment Authorization Document (EAD) from USCIS? Yes No
11. Have you been employed on-campus for more than 20 hours per week during the Fall or Spring semesters? (This includes work done for a Teaching/Research/Graduate Assistantship.) Yes No
12. **F-1 students:** Did you change/declare your major/degree level from the one listed on your current I-20? Yes No
If you answered "Yes", what is your new major/degree level? _____
During what semester did your new major/degree level become official? _____
13. Please place a check below **after you attach the following item(s)** to this form:
 Current and ORIGINAL I-20 (not a photocopy)
 Current and ORIGINAL I-20 for all dependents who are also traveling (not a photocopy)
14. Did you begin your studies at Regent during the current semester?
 Yes--please skip to lines 18-21.
 No--please complete ALL questions listed below
15. Please check here after you attach a copy of your most recent I-94 Arrival/Departure Record for you/your dependent(s) from your last entry into the United States. (The I-94 can be obtained here: www.cbp.gov/i94)
16. Did you/your dependent(s) obtain a new F-1 visa since your last I-20 signature? Yes No
If you answered "Yes", please attach a copy of your/your dependent's new visa and then check here
17. Did you/your dependent(s) obtain a new passport since your last I-20 signature? Yes No
If you answered "Yes", please attach a copy of your/your dependent's new passport and then check here
18. Telephone number where you can be reached when your I-20 is ready _____
19. Regent Email Address _____
20. Personal Email Address _____
21. Today's Date _____
22. Signature _____