International Student Travel Request Form

To All Students in F-1/J-1 Status: Use this form to provide the Hunter College International Students Office information about your travel plans and immigration status.

Personal Information:

Date of first attendance at Hunter College:

_______/_________  Semester  Year

Name: __________________________________________  Last 4 digits of EMPL ID#: __________

Last Name  First Name

Major: __________________________________________  Are there any changes to your major? _________________

Telephone #: ( ) _______________________ Email address: ___________________________@myhunter.cuny.edu

Address in U.S.: __________________________________________________________________________

Current educational level at Hunter ( ) undergraduate ( ) graduate ( ) OPT status ( ) Academic Training

I am registered or will be taking a total of ________ credits in the ( ) fall ( ) spring ( ) summer session to maintain my immigration status.

Travel & Immigration Status Information:

I am traveling to ________________ on __________________________ and returning the U.S. approximately on ______________________

Visa type listed on my passport: ( ) F-1 ( ) J-1  ( ) I do not have a visa because I am exempt or I completed a Change of status application within the U.S.

I am requesting a: ( ) signature on my current I-20 or DS-2019 ( ) new or extended I-20

( ) school letter to renew my visa ( ) school letter to request an F-1/J-1 visa

Student’s Signature: ___________________________________________  Date: ___________________________

Students in OPT Status: If you are currently engaging in OPT (Optional Practical Training), we strongly recommend that you request a job letter from your employer that confirms you are presently working, as you may need to present it in order to re-enter the United States.

Please note that all travel requests may require at least three work or business days to be processed. If you require emergency processing, please inform the International Student Advisor.

Request approved and signed by: ___________________________  Date: __________________

( ) ISO International Student Advisor