TRAVEL SIGNATURE REQUEST FORM

Student name: ___________________________________________________________

Family name          Given/First name

Network ID (i.e. abc123): ________________ Student ID number (i.e. 3330000): ________________

Degree level (bachelors, masters, etc.): ________________ Program of study: ________________

You are required by federal visa regulations to have current contact information on file at all times. For currently enrolled students, please make sure that your address in the university’s Student Information System (SIS) is current and correct. For students on OPT, please access your SEVP Portal to update your address as needed.

Current US address: ___________________________________________________________

___________________________________________________________

Current US phone number: _________________________________

Current intended date of graduation (or actual graduation date, if on OPT): ________________

Current primary source of funding (such as family, CWRU, home government, etc.): ________________

When are you travelling? ________________

Are you having any documents signed for your F-2/J-2 dependents?  □ Yes  □ No

If yes, how many documents are you having signed (including your own)? ________________

You must submit your paper I-20 / DS-2019 along with this form. How will you collect your signed I-20 / DS-2019 from ISS when it is ready? Choose 1 option from below:

□ I will wait while the advisor signs it during walk-in hours

□ I will drop it off during walk-in hours and return in 2 business days, after 1pm.

□ Please send me information about how to request and pay for FedEx shipping ($15 domestic, $45 international).

By signing below, I certify that the information that I have provided is the same information that is listed in SIS and the Student and Exchange Visitor Information System (SEVIS). I understand that the information housed in all of these systems must be consistent and accurate. If there are discrepancies with any of the information provided, I understand that ISS may need to issue me a new, updated I-20 / DS-2019, that issuing a new I-20 / DS-2019 typically takes 3-5 days, and that additional documentation may be required in order to process that I-20 / DS-2019

Signature:___________________________________________________ Date:___________________

10/2018