



# TRAVEL SIGNATURE REQUEST FORM

Capstone International Services

<http://is.ua.edu/currentstudents/travel-requirements/>

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Destination: \_\_\_\_\_

Purpose of Travel:  Visiting Home  Tourism  Visa Renewal  Other

CWID: \_\_\_\_\_ SEVIS ID: N \_\_\_\_\_

Requesting travel signature for spouse or child(ren)  Yes  No

Family Name: \_\_\_\_\_

If yes, please list name(s):  
\_\_\_\_\_  
\_\_\_\_\_

First (given) Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Local Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Visa Type  F-1  F-2  J-1  J-2 Other \_\_\_\_\_

## ELI STUDENTS ONLY

HAVE FOLLOWING COMPLETED BY  
ENGLISH LANGUAGE INSTITUTE:

Student is eligible to return to next ELI Session:  Yes  No

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Have there been any changes to your program of study that are not indicated on your current I-20/DS-2019?  Yes  No (If yes, note on back form)

Please read the following statement carefully and sign to acknowledge you understand it: *When traveling outside the U.S., I understand that there is always some risk involved when attempting to re-enter the country. I know that any visa issuance is at the discretion of the consular official reviewing my application and any entry is at the discretion of the port of entry official. It is my responsibility to carry all necessary documentation with me when I travel.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Prior to "leaving" the U. S.:

- ALWAYS check with the CIS office before leaving the U.S. We will verify your I-20/DS-2019 is a valid SEVIS I-20/DS-2019 and your SEVIS record is active, and we will sign the I-20/DS-2019 for travel.
- **Bring your most recent I-20/DS-2019 to the CIS office when requesting travel signature. DO NOT bring an older I-20/DS-2019 for a travel signature. Only the most recent/newest document can be signed.**
- You must obtain a travel signature on your I-20/DS-2019 form from an Advisor at Capstone International Services in order to re-enter the U.S. after any international travel. To obtain a travel signature, you must visit CIS and submit a travel signature request.
- Signatures are valid for up to one year (up to 6 months for F-1 students on post-completion OPT) but are not valid for re-entry beyond the I-20 or DS-2019 expiration date.
- You must carry your I-20 or DS-2019 endorsed for travel, visa, passport, and transcripts.
- Generally, you will need to have a valid F-1 or J-1 visa stamp in your passport to be able to return to the United States.
- Make sure your passport has at least six months of validity left from the date you plan to re-enter the U.S. If your passport will expire within the next six months, plan to renew your passport before returning to the U.S.
- Transit visas are required by many countries. If your flight home has connections in another country, you may be required to have a transit visa for that particular country. Students without direct flights from the U.S. to their home country are advised to be aware of where the plane may arrive or where they may have connecting flights. For more information on transiting, visit the visa section of the website for the country you will be traveling through.

### **If you are renewing your STUDENT VISA while abroad, you will need additional documents for your visa interview:**

1. Current proof of funding
2. "Official" transcript. (Obtain from the Registrar's Office, Room 206, Student Services Building)
3. Confirmation of Enrollment letter (Optional, but recommended. Obtain from Registrar or through <http://mybama.ua.edu>)

**If you have obtained a new visa stamp or passport, please report to CIS within ten days of "returning" to the U.S., so that copies can be made to update your file.**