



If you are currently in the U.S. on the F visa and plan to return after a temporary absence (i.e. less than 5 months), F-1 students and F-2 dependents must present specific documents to an immigration inspector at the port of entry. Failure to have the recommended documents could result in an inability to return to the U.S. on the F visa. An interruption in your program could result should you not re-enter the U.S. in an appropriate immigration status. Documents recommended by the Office of International Affairs (OIA) do not guarantee a visa or re-entry to the U.S. Determination of your eligibility for a visa or re-entry to the U.S. is a decision of U.S. Embassy or Consulate officials and/or U.S. immigration inspectors at a port of entry into the U.S. If you will require a new F-1 or F-2 visa stamp to re-enter the U.S., please contact the U.S. Embassy or Consulate at which you plan to obtain a visa in order to confirm its hours of operation and application procedures prior to your departure. For further information, please visit the U.S. Department of State website <http://www.usembassy.gov/> where you will find a list of U.S. Embassies, Consulates, and Diplomatic Missions.

To obtain a travel endorsement on your Form I-20, please call the Office of International Affairs and make an appointment to see your International Visitor Advisor (IVA). At the time of your appointment, please present the following original documents:

- 1) Completed and signed **Travel Instructions**
 - 2) Completed and signed **Travel Request Form**
 - 3) Current, original Form I-20
 - 4) Passport (valid 6 months into the future)
 - 5) Visa stamp (unless exempt from visa requirements)
 - 6) Form I-94
 - 7) Copy of Form I-797 (I-765 Receipt Notice), if applicable
 - 8) Employment Authorization Document (EAD), if applicable
- If you are a Regional Campus, documents 1), 2), and 3) must be mailed to your IVA in their **original** form. **Copies** of documents 4), 5), 6), 7), 8) must also be included.
 - If you have been granted OPT and are not in the Houston area, documents 1), 2), and 3) must be mailed to your IVA in their **original** form. **Copies** of documents 4), 5), 6), 7), 8) must also be included.
 - After presenting all of the documents listed to your International Visitor Advisor (IVA), your IVA will review and evaluate documents submitted, student records, and all immigration history to determine eligibility for travel endorsement. If eligible, your IVA will endorse the Form I-20 for travel.
 - If you are at a Regional Campus, your IVA will mail the endorsed Form I-20 to your current residential address.

IMMEDIATELY UPON RETURN TO THE U.S., YOU MUST PROVIDE THE OFFICE OF INTERNATIONAL AFFAIRS WITH LEGIBLE COPIES OF FORM I-20, PASSPORT, VISA STAMP, AND FORM I-94 (FRONT AND BACK) TO INSURE ALL DOCUMENTS ARE PROPERLY ENDORSED.

F-1 Students

Students with a valid F-1 visa stamp returning to the U.S. after a temporary absence (i.e., less than 5 months) must present the following documents to the immigration inspector at the port of entry:

- 1) Original Form I-20 endorsed by IVA prior to travel
 - Travel endorsement must be dated within the preceding 12 months.
- 2) Passport (valid 6 months into the future)
- 3) Valid F-1 visa stamp (unless exempt from visa requirements)
- 4) Letter from your Academic Advisor indicating the need for you to return to the U.S. in order to comply with the terms of your program, if applicable
- 5) Evidence of having maintained F status since initial entry into U.S. on F visa (e.g. transcripts)
- 6) Evidence of financial resources dated within the preceding 6 months (e.g. scholarship letter, graduate research assistant/graduate assistant appointment letter, original bank statement)
- 7) All previous immigration documents issued to you since initial entry into the U.S.

F-1 Students With Pending Post-Completion Optional Practical Training (OPT) Application: F-1 students whose post-completion OPT application is pending may travel abroad and re-enter to search for employment. In addition to the documents listed above, F-1 students with a pending application must present to the immigration inspector at the port of entry the original I-765 receipt notice (Form I-797) sent from United States Citizenship and Immigration Services (USCIS).

F-1 Students Granted Post-Completion Optional Practical Training (OPT): An F-1 student approved for post-completion OPT who travels outside the U.S. temporarily (i.e., less than 5 months) can be admitted to resume employment for the remainder of the period authorized on his or her EAD card. In addition to the documents listed above, F-1 students approved for post-completion OPT must present the following documents to the immigration inspector at the port of entry:

- 1) Original Form I-20 endorsed by IVA prior to travel
 - Travel endorsement must be dated within the preceding 6 months.
- 2) Original F-1 OPT Employment Authorization Document (EAD)
- 3) Evidence of having employment related to the F-1 OPT benefit and student's degree program
 - If F-1 student was not employed at the time of departure from the U.S., the student must have a written job offer from his or her future employer to present to the immigration inspector.

Note:

If you are traveling and will require a new F-1 visa stamp to re-enter the U.S., you must present the documents listed above to the U.S. Embassy or Consulate when applying. Be sure to allow sufficient travel time to obtain the F-1 visa from the U.S. Embassy or Consulate.

F-2 Dependents

Dependents with a valid F-2 visa stamp returning to the U.S. after a temporary absence (i.e., less than 5 months) must present the following documents to the immigration inspector at the port of entry:

- 1) Original dependent Form I-20 endorsed by IVA prior to travel
 - Travel endorsement must be dated within the preceding 12 months.
 - Travel endorsement must be dated within the preceding 6 months if F-1 principal has been granted post-completion OPT.
- 2) Passport (valid 6 months into the future)
- 3) Valid F-2 visa stamp (unless exempt from visa requirements)
- 4) Evidence of F-1 principal having maintained F status since entry into the U.S. on F visa (e.g. letter from Academic Advisor, transcripts, copies of F-1 student's Form I-20(s))
- 5) Evidence of financial resources dated within the preceding 6 months (e.g. F-1 student's scholarship letter, F-1 student's graduate research assistant/graduate assistant appointment letter, original bank statement)
- 6) Evidence of relationship to F-1 principal
- 7) If F-1 principal has a pending post-completion OPT application, F-2 will need a copy of the I-765 receipt notice (Form I-797) sent from USCIS
- 8) If F-1 principal has been granted post-completion OPT, F-2 will need evidence of F-1 having employment related to the OPT benefit and F-1 student's degree program
 - If F-1 student was not employed at the time of departure from the U.S., F-2 must have a written offer of employment from the F-1 student's future employer to present to the immigration inspector.

Note:

If F-2 dependent will be traveling and will require a new F-2 visa stamp to re-enter the U.S., he or she must present the documents listed above to the U.S. Embassy or Consulate when applying. It is advisable to allow sufficient travel time to obtain the F-2 visa from the U.S. Embassy or Consulate.

Travel to Canada, Mexico, and Adjacent Islands

Automatic visa revalidation is a provision which allows students who are traveling in territories contiguous to the mainland U.S. or, in some cases, in adjacent islands and whose visas have expired to re-enter the U.S. without obtaining a new visa. In order to benefit from this provision, the following rules are applicable:

- 1) Student must be applying for readmission to the U.S. after an absence not exceeding 30 days in a contiguous territory or adjacent island other than Cuba.
- 2) Student must have maintained nonimmigrant status while in the U.S. with the intention of resuming that status upon his/her return.
- 3) Student must be applying for readmission within the authorized period of initial admission or extension of stay.
- 4) Student must not be a national of a country that the Department of State has designated as being a sponsor of terrorism.
- 5) Student must be in possession of a Form I-94 Arrival-Departure Record endorsed by USCIS to show an unexpired period of initial admission or extension of stay.

- 6) Student must be in possession of a current Form I-20 issued by the school the student has been authorized to attend by USCIS, and ***the Form I-20 must be properly endorsed by the student's IVA prior to travel.***
- 7) Student must not have applied for a new visa while abroad.
- 8) Student should also be prepared to present all documents previously listed to an immigration inspector at the port of entry.

Note:

Prior to finalizing your travel plans, please contact the embassy or consulate in the country to which you plan to travel in order to check that country's entry requirements.

I hereby acknowledge that I fully understand the above information, and that I received a copy of these instructions.

Name (Print)

Signature

Date