



DREXEL UNIVERSITY

International Students  
and Scholars Services  
*Student Affairs*

## F-1/J-1 INTERNATIONAL TRAVEL POLICY

### Important Information about Travelling:

The Department of Homeland Security has implemented new regulations regarding checking the validity of international student visas (F-1 & J-1). The new regulation will ask that all airport port of entry officers check the SEVIS database to confirm that each F-1 and J-1 international student is in valid non-immigrant status, i.e. Initial or Active status. The increased scrutiny may cause a delay in your travel as you enter the U.S. You should plan your travel accordingly by giving yourself enough time to get through the Transportation Security Administration (TSA) checkpoints. As always, it is imperative that you receive a travel signature on your I-20/DS-2019 from ISSS **before you depart for your travel** and **renew your U.S. visa before your return**.

### Travelling Documents:

For travel **outside the United States** keep the following documents in-hand:

- Passport valid six months into the future
- Valid F-1 visa stamp in your passport
- Original financial support as listed in item #8 of the I-20
- I-20 signed for travel (within 6 months of return date)
- You must surrender the I-94 card at the U.S. border/port of exit if you have a paper document\* (**check updated rule**).

**NOTE: Before travelling (via air or sea) it's important to review carefully the most updated travelling information**

**Expired F-1 Visa:** Visit ISSS prior to departure date, have I-20 endorsed for travel, and request a support letter to apply for a visa. Apply for a new visa at a US Embassy strongly recommended at your home country.

**Auto Revalidation:** F-1 students may travel to Canada, Mexico, or the Caribbean with an expired visa. The travel may be for business or pleasure and for a maximum stay of 30 days. Stop in ISSS promptly to obtain a travel signature, as needed.

### What is the I-94-Departure Card?

The form **I-94** is the Arrival/Departure record issued to you on the vessel in which you arrived to the United States. This card must also be surrendered to airline staff upon leaving the United States (except for Bermudan and Canadian students). Customs and Border Patrol (CBP) maintains this information (your arrival and departure) and reports your entry and exit to the Student and Exchange Visitor Information System (SEVIS) which is regulated by the Department of Homeland Security (DHS). The Customs and Border Patrol (CBP) has automated the I-94 and I-94W process for all travelers applying for admission at U.S. ports of entry.

### Important Updates on Arrival/Departure Forms: I 94 and I-94W- Automation

According to U.S. Customs and Borders Protection (CBP), in order to increase efficiency, reduce operating costs and streamline the admissions process, CBP has automated Form I-94 at air and sea ports of entry. As a result, **the paper form will no longer be provided to a traveler upon arrival, except in limited circumstances**. The traveler will be provided with a CBP admission stamp on their travel document. If a traveler needs a copy of their I-94 (record of admission) for verification of alien registration, immigration status or employment authorization, it can be obtained from [www.cbp.gov/I94](http://www.cbp.gov/I94).

Travelers **will not need to do anything differently** upon exiting the U.S. Travelers issued a paper Form I-94 should surrender it to the commercial carrier or CBP upon departure. The departure will be recorded electronically with manifest information provided by the carrier or by CBP. If travelers did not receive a paper Form I-94 and the record was created electronically, CBP will record their departure using manifest information obtained from the carrier.

For more information please check at: [http://www.cbp.gov/xp/cgov/travel/id\\_visa/i-94\\_instructions/](http://www.cbp.gov/xp/cgov/travel/id_visa/i-94_instructions/)

**Please know that we are here to assist you during your travel.**  
You can contact us at 215-895-2502 or email us at [intlprog@drexel.edu](mailto:intlprog@drexel.edu)



DREXEL UNIVERSITY

## International Students and Scholars Services

Student Affairs

## I-515A FORM INFORMATION

### What is the "I-515A" Form?

The I-515A is a form issued to international students/scholars/dependents by a United States Port of Entry (POE) when the Customs and Border Protection (CBP) officer is not satisfied with the admission documentation that a student/scholar/dependent provides. For example, the border patrol may issue an I-515A if the I-20 or DS-2019 is missing a **valid travel signature**.

The I-515A Form allows **temporary** entry into the United States of no more than **30 days**. The Form I-94 (the little white card stapled to your passport) is your "Arrival/Departure Record." CBP will issue you a new I-94 in conjunction with the Form I-515A.

An F or J student who **does not comply** with the terms of the Form I-515A is not legally present in the country once the date on the Form I-94 expires. You must receive a revised or new I-94 from SEVP to remain in the United States.

### I-515A Required Documents:

When a Port of Entry (POE) issues you a Form I-515A, you need to report to ISSS **immediately**. Your DSO will assist you by providing the proper guidance or documentation required to complete the submission process within the 30 day allotment of time. If these documents are not received **within 30 days of your entry into the United States, you will not be in legal status and must leave**.

Please bring the following documents when coming into our office:

- The completed Form I-515 or I-515A;**
- An original, signed SEVIS Form I-20 or DS-2019 signed by an official from the school;**
- The original I-94 Arrival/ Departure Record\*** (more info. at: [http://www.cbp.gov/xp/cgov/travel/id\\_visa/i-94\\_instructions/](http://www.cbp.gov/xp/cgov/travel/id_visa/i-94_instructions/))

Once you have visited our office with the proper documentation you will need to mail the documentation.

The documentation has to be **MAILED** to:

**Student and Exchange Visitor Program  
DHS/ICE  
ATTN: SEVIS/I-515A Processing Team  
500 12th Street SW-STOP 5600  
Washington, DC 20536-5600**

Mailing these forms and the supporting documentation, **by FedEx, or UPS**, to the address above is the **only** accepted practice. Once the documents are received **by mail** they will be processed and returned within 10 to 15 business days. If ISSS has not received the adjudicated documents back within this time frame, they may inquire by email at [SEVIS.SOURCE@dhs.gov](mailto:SEVIS.SOURCE@dhs.gov) or phone on **703-603-3400** for an update of your pending request.

If a student or exchange visitor is leaving the United States **within that 30 day period**, they are to fax **copies** of the I-515A, their I-94 departure card and their airline ticket to 703-603-3597 -703-603-3597 FREE Attn: I-515A Processing Team. This will satisfy the compliance requirement for those individuals. For more information please visit [www.ice.gov](http://www.ice.gov) or download [Form I-515A Information](#).