

Dear F-1 Visa Student:

We hope you will have a wonderful trip! In order to return to the United States for continuation of your Marquette studies, you will need an endorsement (new signature) on your current Form I-20 or a new Form I-20. To arrange for the appropriate document, please bring the following items to the Campus International office.

- (1) **The completed request form printed on the other side of this paper.**
- (2) **Your Passport and Form I-94.**
- (3) **Your current Form I-20.**
- (4) **If you will miss any classes, exams, or other student responsibilities during your absence, please contact your academic advisor and instructors about any possible problems and then complete the following:**

"I have discussed my absence with my academic advisor (name)
and

instructors (names) _____, and I will
be eligible to continue my full-time enrollment if I return to campus by (date) _____."

Signed by student: _____ Date: _____

- (5) **If your financial sponsorship has changed, you need to bring the new documentation of financial support.**

We will need to issue a new Form I-20 to indicate the new sponsorship.

- (6) **If you will not complete your studies by the date indicated in item #5 of your current I-20, you may need to complete the requirements for an extension of stay before we can complete your I-20.**

Documentation for an extension of stay will include an appropriate financial sponsorship statement and a form completed by your academic department. If an extension of stay is needed, a new I-20 will be issued with your revised date of completion and your updated financial information.

- (7) **If you are authorized for practical training, bring your "EAD" card.**

If this is the first time that you need an I-20 endorsement since you obtained practical training, a new Form I-20 will be issued to indicate your practical training status. (We will also revise the form on the other side of this paper to fit your practical training situation.)

- (8) **If you are subject to the regulations of the National Security Entry-Exit Registration System (NSEERS), please remember those additional requirements such as departing from an approved port and registering upon departure and upon return to the United States. Please see the instructions that were issued separately to you.**

TRAVEL I-20 REQUEST FORM

(This is page 2. There are instructions on the other side of this paper if needed.)

NAME: _____, _____ **MUID#** _____
(family) (given)

Please write T for True or F for False on the following blanks:

- _____ I am currently an F-1 visa student in valid status for attendance at Marquette University.
- _____ I am not in the process of applying for a different U.S. legal status.
- _____ I am in good standing at Marquette University with no academic, financial, disciplinary, or other sanctions pending against me. I am eligible to return to Marquette as planned for full-time enrollment.
- _____ I plan to use the requested I-20 to return to the United States for continuation of my Marquette studies.
- _____ I will not miss any classes, exams, or other student responsibilities during this absence. (If your answer is "F", please see instruction #5 on the other side of this paper.)

I request either (A) or (B) as follows (please check the appropriate boxes):

- A) Please endorse page 3 of my current Form I-20. I certify that I will be continuing in the same major field of study, at the same level of study, with the same estimated completion date, and with the same source of financial support as indicated on my current Form I-20; or
- B) Please issue a new Form I-20 to me for continued attendance at Marquette University after a temporary absence from the United States. I need a new I-20 because of either (1) or (2) or both of the following reasons:
- (1) I lost my Marquette I-20.
- (2) Important information that is indicated on my Marquette I-20 has changed as follows:
- Field of study has changed to _____
 - Level of study has changed to _____
 - Completion date has changed to _____
 - Source of funds has changed to _____

I plan to depart from Marquette on (date) _____, and I must return to Marquette by (date) _____.

I will travel only to Canada or Mexico in a trip of less than thirty days. (True or False) _____

I understand that at least one full day and often longer is needed to complete the arrangements for this I-20.
I would like to pick up my completed I-20 after 3:00 p.m. on (day) _____, (date) _____.

Student Signature: _____ **Date:** _____ **Phone:** _____

FOR OFFICE USE:

Passport expires on _____; I-94 indicates only F-1 ___ and D/S ___; F-1 visa is for ___ entries until _____;

Non-standard items: NSEERS Notations ___ Other: _____ (make copies) Checked by:

I-file clear ___; student full-time ___; GPA okay ___; bursar clear ___; Other _____? Admin: _____