

All students requesting a travel endorsement on their I-20 or DS-2019 must fill out this form. **Attach your current I-20 or DS-2019 with this form when requesting a travel signature.** If this form is being filled out for an F-2/J-2 dependent submitting their own documents for a travel endorsement, complete this section with the dependent's own information, write your spouse's/ parent's NJIT ID, check the F-2 or J-2 box, and leave the "Dependent Information" section (below) blank. Please allow up to 7 business days for processing.

PERSONAL INFORMATION (to be filled out by the student)

Name: _____ ID#: _____

Current address: _____

Email: _____@njit.edu Phone number: _____ Today's Date: _____

Your status: _____ F-1 _____ J-1 _____ F-2 _____ J-2 Level: _____ UG _____ MS _____ PhD

TRAVEL INFORMATION

Destination(s): _____ Travel dates: _____ to _____

Will you be renewing your visa while you are outside the U.S.? YES _____ NO _____

Will you be applying for a new visa while you are outside the U.S.? YES _____ NO _____

Do you have a pending H-1B petition with USCIS? YES _____ NO _____

Are you currently on OPT? YES _____ NO _____

DEPENDENT INFORMATION

You must complete this section if your dependent is traveling with you. Add a separate sheet if you have more than 2 dependents.

Name: _____ Relationship: _____

Name: _____ Relationship: _____

PICK-UP OPTIONS

If you cannot pick-up or drop-off your I-20 or DS-2019 in person, you may either have a friend do so on your behalf. Please specify your pick-up option below.

_____ I will pick up my documents in person. _____ My friend/relative will pick up my documents for me.

Person's name (first and last): _____

It is mandatory for your friend/relative to show a photo ID at the time of pick-up.

REQUIRED SIGNATURES – PhD students only

PhD Program Director Name _____ Signature _____ Date _____

Dissertation Adviser Name (if assigned) _____ Signature _____ Date _____

OFFICE GLOBAL INITIATIVES ONLY

Received on _____ by _____ Banner entered on _____ by _____