



**International Student  
Services Office**  
Room S115N  
212-220-1265

Borough of Manhattan Community College  
The City University of New York

199 Chambers Street  
New York, NY 10007-1097  
www.bmcc.cuny.edu

## **F-1 STUDENT TRAVEL REQUEST FORM**

Your current Form I-20 must be signed by a Designated School Official (DSO) from BMCC before you depart for travel outside the U.S. You must be currently in valid F-1 status, with a valid passport and F-1 visa in order to be eligible to travel.

**Please complete the following travel request form 5-7 days before travel, so that we can assist you with your request in a timely manner. Email the completed form and the following immigration documents as attachments to [internationalstudents@bmcc.cuny.edu](mailto:internationalstudents@bmcc.cuny.edu): Current I-20, passport and visa. Include your full name and CUNYFirst/EMPL ID# in the subject line of the email.**

### **Personal Information:**

Student Name (Family, First): \_\_\_\_\_  
Empl ID#: \_\_\_\_\_ SEVIS #: \_\_\_\_\_  
Current U.S. Address: \_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Major: \_\_\_\_\_

Is this your final semester at BMCC? **Yes/No (circle one)**

Number of credit hours currently registered for: \_\_\_\_\_

Current semester (**check one**):      Spring/Fall                      Year: 20\_\_

Have you pre-registered for next semester's courses?

**Yes:** I am registered for \_\_\_\_\_ # of credits.

**No:** I am not registered for next semester. Please explain: \_\_\_\_\_

### **Travel Information:**

I am traveling to: \_\_\_\_\_

From this date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

To this date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)





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### **Visa and Immigration Information:**

Current visa type: \_\_\_\_\_ (F-1, B1/B2, etc.)

Expiration date of visa: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

If expired, are you planning to renew this visa in your home country? **Yes/No (circle one)**

Has your immigration status changed since you last entered the U.S.? **Yes/No (circle one)**

Do you have a petition pending, approved, or a spouse who plans to petition for U.S. permanent residency for you? **Yes/No (circle one)**

Has there been any **significant** change in the information on your Form I-20 (change in major, financial support, etc.) If yes, please explain: \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Today's Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

### **For ISSO Staff:**

Request form received by: \_\_\_\_\_

On: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

Form I-20 signed by (DSO): \_\_\_\_\_

On: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

Signature is valid until: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yyyy)

