“What to do before you travel”

1. **F-1 students have your I-20 signed.** (Must be signed within 90 days of departure)
   **J-1 students have your DS-2019 signed.** (We recommend once each semester)
   Turn in your I-20 or DS-2019 to the front desk for a signature at least 1 week before departure. **You must allow 3 days for processing.** DO NOT WAIT UNTIL THE LAST MINUTE.

2. **CARRY YOUR ORIGINAL DOCUMENTS WITH YOU AT ALL TIMES!**
   **In addition, make 2 copies of your important documents.**
   - All your I-20s or DS-2019s (from every school you’ve attended)
   - Passport pages showing your picture, birth date, passport number, and expiration date
   - Passport visa
   - I-94 card

   Keep originals in your carry-on luggage, one set of copies in your checked baggage, and leave one set of copies at home preferably with someone who can send them to you if you need.

3. **Take a copy of your:**
   - Unofficial transcript from Cyberbear
   - Schedule Bill showing what classes you took this term
   - Schedule Bill showing what classes you will be taking next term
   - Financial Statement

4. **Check the expiration date on the:**
   - Visa in your passport  (Be sure to return before your visa expires)
   - The expiration date of your passport must be valid for at least six months after the date you re-enter.
   - I-20 or DS-2019  (Dates should be valid)

5. **If you are traveling outside of the US to a country other than your home country,**
   call the embassy of that country to **learn if you need a visa to enter that country.** If so, ask what the requirements, costs and timeframe are to apply for a visa. Keep in mind that if often takes 2-3 weeks to process a visa application. Check [http://www.state.gov/s/cpr/rls/fco](http://www.state.gov/s/cpr/rls/fco) for information on foreign consulates in the US.

6. **If you go home, remember to bring back posters, art, decorations, materials, and a traditional costume** from your country to wear at the International Culture and Food Festival in the Spring and other occasions throughout the year. You might also want to bring any **specialized spices**, if you plan on cooking a native dish at any time.

   **Have a safe trip and a great time!!!**
   We look forward to seeing you when you get back.