

REQUEST FOR TRAVEL SIGNATURE

For International Students

Instructions: If you are leaving the U.S. and plan to return as an enrolled student at TMCC, you must complete and sign this form, attach it to your I-20 and submit it to the TMCC International Student Services Office for a travel signature. I-20s will be ready for pickup within 2 business days.

For re-entry to the U.S., the following documents are required: *(if traveling to a country other than your home country, you may be required to have a visa for entry into that country; verify with that country's embassy or consulate before making travel plans. View a list of foreign embassies at <http://www.state.gov/s/cpr/rls/dpl/32122.htm>)*

1. A valid I-20, signed for travel, issued by TMCC
2. A valid F-1 visa stamp in your passport
3. A passport that will not expire for at least 6 months

Please Note: If you plan to leave TMCC and return to the U.S. to attend another school, *you must have an I-20 from the new school* to re-enter the U.S.; you cannot re-enter with a TMCC I-20 unless you will be enrolled at TMCC.

Return completed form to:

Truckee Meadows Community College/7000 Dandini Blvd., RDMT 319/Reno, NV/89512-3999

Fax: 775-673-7028 | Email: international@tmcc.edu

Student Information		
NSHE ID		
Last/Family Name	First/Given Name	Middle Name
Local U.S. Address (not P.O. Box)		
City	State	Zip Code
Telephone	Email Address	
Travel Information		
Passport Expiration Date <i>(mm/dd/yyyy)</i>	F-1 Visa Stamp Expiration Date <i>(mm/dd/yyyy)</i>	I will travel to (country/countries)
I will leave the U.S. on <i>(date – mm/dd/yyyy)</i>	I plan to return to the U.S. on <i>(date – mm/dd/yyyy)</i>	
Remarks		
Signature	Date <i>(mm/dd/yyyy)</i>	

For Official Use Only

Service Indicators: Y N Finances Balance Due: Y N Academics Full Time: Y N INS Paid: Y N

Date: _____ Initials: _____

INTERNATIONAL TRAVEL CHECKLIST

You should carry these documents with you when you return to the U.S. Having these documents can help you be better prepared if an immigration officer has questions about your study at TMCC.

TMCC recommends that returning F-1 students do not present any documentation or information unless the documentation or information has been requested by an immigration officer.

- Current I-20 signed by TMCC's International Student Services personnel**
Request this at least one week prior to traveling, after you have registered for classes and paid your medical insurance.
- I-94 card**
View your electronic I-94 record at <http://www.cbp.gov/i94> or if you have a paper I-94 record, copy both sides.
- Current and valid F-1 visa**
Your F-1 visa must be unexpired on the date you plan to re-enter the U.S.
- Transcript**
Please visit My.TMCC.edu to access and print your unofficial transcripts. Follow these steps: 1) in MyTMCC, in your Student Center, check "My Academics"; 2) under Transcripts click "View my unofficial transcript"; 3) select "TMCC Unofficial Transcripts" from the dropdown and print your transcript. If you plan to renew your F-1 visa, beware that some U.S. Embassies require official transcripts. To request an official transcript, visit <http://www.nationalstudentclearinghouse.org>
- TMCC Student I.D. Card**
- Medical Insurance card** (*optional*)
- Business cards from TMCC's International Student Services personnel**
- Proof of approval for less than full-time enrollment**
Only necessary if you are not enrolled in 12 credits at TMCC and have been approved for a Reduced Course Load by TMCC International Student Services. When traveling, carry supporting documentation and I-20 approved for the Reduced Course Load.

VISA or PASSPORT RENEWAL

- I-20 Updates**
If any information needs to be updated on your I-20, contact International Admissions in advance so we can make the necessary changes to your SEVIS record and print an updated I-20 for you before you travel. You may be required to submit additional documentation (e.g. financial support, copy of new ID, etc.) to International Admissions before these changes can be processed.
- Advance scheduling of visa appointment**
Please allow for extra time if you need to renew your passport or F-1 visa before returning to the U.S.
- New visa stamp or passport**
After you return, bring your new documents to TMCC's International Admissions office to be copied for your file. We must always have a copy of your current documents.