

Request for Travel Signature



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

Whenever you leave the United States temporarily, the Center for Global Engagement wants to ensure that you have all the travel documents and signatures necessary to re-enter the US. Staff will check to see if you will need to apply for a new visa before you return and inquire if there are any reasons why you might think you will have difficulty in obtaining one. Please answer the following questions carefully. It is very important to us that you have a good trip and that you have no difficulties when you return. When you return to campus you are required to provide the CGE your new visa (if you obtained a new visa during your trip) so that we can add it to your file. **You must answer all questions.**

☐ I am an F1 visa holder

Name: _____

☐ I am a J1 visa holder

Today's Date: ____/____/____

Campus address: _____

Student ID: P- ____ _

Major: _____

Email: _____

Phone: _____

Academic Year: _____

Date of completion of study or program: ____/____/____

Date of departure: _____ Date of Return: _____

Destination: *(where are you traveling?)* _____

Purpose of travel: _____

If going to Canada, Mexico, or Contiguous Territories will you be applying for a United States visa at the United States embassy /consulate? ☐ Yes ☐ No

Amount \$ needed for travel: _____

Do you plan to renew your visa while you are outside of the US? ☐ Yes ☐ No

Passport Expiration Date: ____/____/____

Do you have an EAD (Work Authorization Card)? ☐ Yes ☐ No

If YES, you must carry it with you when you travel.

Please provide the name and address of your current employer (if applicable):

OVER

Do you intend to register for and attend courses once you return to the US?

☐ Yes ☐ No

Has your permanent (foreign, home) address changed since you began studies at Commonwealth University?

☐ Yes ☐ No

If YES, please provide the new address:

OFFICE USE ONLY

☐ Approved
☐ Denied

Signature: _____

Date: _____

Comments:

Do you have a valid visa/stamp other than F1 in your passport? ☐ Yes ☐ No

Is there an application of any kind that has been filed in your name with the Bureau of Citizenship & Immigration Services (USCIS)? ☐ Yes ☐ No

If YES, please provide describe: _____

Have you applied for permanent US residency (*green card*) or political asylum?

☐ Yes ☐ No

Has an employer applied to sponsor you for permanent US residency (*green card*)?

☐ Yes ☐ No

Are you travelling with dependents? ☐ Yes ☐ No

If YES, please list the following information:

Name: _____ Name: _____

Date of Birth: ____/____/____ Date of Birth: ____/____/____

Place of Birth: _____ Place of Birth: _____

Passport Expiration: ____/____/____ Passport Expiration: ____/____/____

Note: All sources of financial documentation coming from university funds must be verified before any document will be prepared or signed. This means you must submit current letters of financial awards with this form. Normal processing time for a travel document is **15 days**. *Please plan accordingly.*