TRAVEL SIGNATURE FORM

NAME: _____

STUDENT ID: _____ TODAY'S DATE: _____

1. TRAVEL INFORMATION:

Trip Departure Date: _____ Trip Return Date: _____

2. COMPLETE ELIGIBILITY SECTION *(Explain special issues on back)*

Current Students ONLY:

a) Are your local address and phone number correct in MyUW? **Yes / No**
If 'NO', update your My UW information before turning in this form.

b) Are you dropping off your latest I-20/DS-2019? **Yes / No**
If 'NO', do not submit older documents. If you cannot find your latest I-20/DS-2019, order a replacement at:
https://iss.washington.edu/procedures/replace-i20-ds2019/

c) Are you registered full-time in the current/upcoming quarter? **Yes / No**
If 'NO', register full-time before turning in this form.

d) Is this your first quarter at UW? **Yes / No**

c.1) If YES, have you completed the ISS Online Check-In? **Yes / No**
If 'NO', complete all steps at:
https://iss.washington.edu/new-students/post-arrival-checklist/

Alumni ONLY:

a) Are you an alum with approved OPT or AT? **Yes / No**

b) If on OPT, have you already reported your OPT employment? **Yes / No**
If 'NO', report employment:
https://iss.washington.edu/employment/f1-employment/opt/after approval/

c) Are you dropping off your latest I-20/DS-2019? **Yes / No**
If 'NO', do not submit older documents. If you cannot find your latest I-20/DS-2019, order a replacement at:
https://iss.washington.edu/procedures/replace-i20-ds2019/

3. DELIVERY METHOD

- ❒ I will pick-up at ISS office
- ❒ I authorize my friend to pick it up at ISS (add name of friend): _____
- ❒ Express Mailing eShipGlobal number (see back for more info): _____
- ❒ Standard mail (write U.S. mailing address on back of form)

4. NEXT STEPS

⇒ Turn in this form along with your I-20/DS-2019 to the ISS front desk.

⇒ **Allow 10 business days for ISS processing.**

⇒ Wait for an email from uwiss@uw.edu notifying you that your document is ready.

Additional Notes to the Advisor:

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For Express Mailing Options, please go to our website:
https://iss.washington.edu/procedures/mailing-options/

Standard Mail — Write U.S. Mailing Address ONLY:

Street address:

_____

City: _____ State: _____ Zip code: _____