



## I-515A TOOL KIT

This Tool Kit has been developed for you to use in efforts to communicate with students and exchange visitors the importance of carrying the proper required documents in and out of the country. We ask that you print copies of these documents at your discretion and distribute to your students and exchange visitors as frequent as deemed necessary to get the point across! We thank you in advanced for your continued support in reducing the I-515A's!



U.S. Immigration  
and Customs  
Enforcement



## ATTENTION DSO'S AND RO'S SEVP NEEDS YOUR HELP

Last year we saw a **30%** increase in the number of I-515A's issued. The primary reasons for the I-515A were because the student forgot their travel paperwork or they were traveling with unsigned/outdated travel documents.

The issuance of an I-515A causes the student to experience delays at the port of entry and to wait 30-90 days for DHS to update their paperwork. All of this is preventable!!

Here are a few "Best Management Practices" that your colleagues have identified as helpful:

1. Travel tip sheets stapled to initial I-20 or DS-2019;
2. Affidavit signed by student or exchange visitor verifying the status of his/her travel documents;
3. Mandatory registration/orientation for students prior to travel events;
4. Reminder notes or emails sent before travel seasons;
5. Development of travel booklet by DSO.

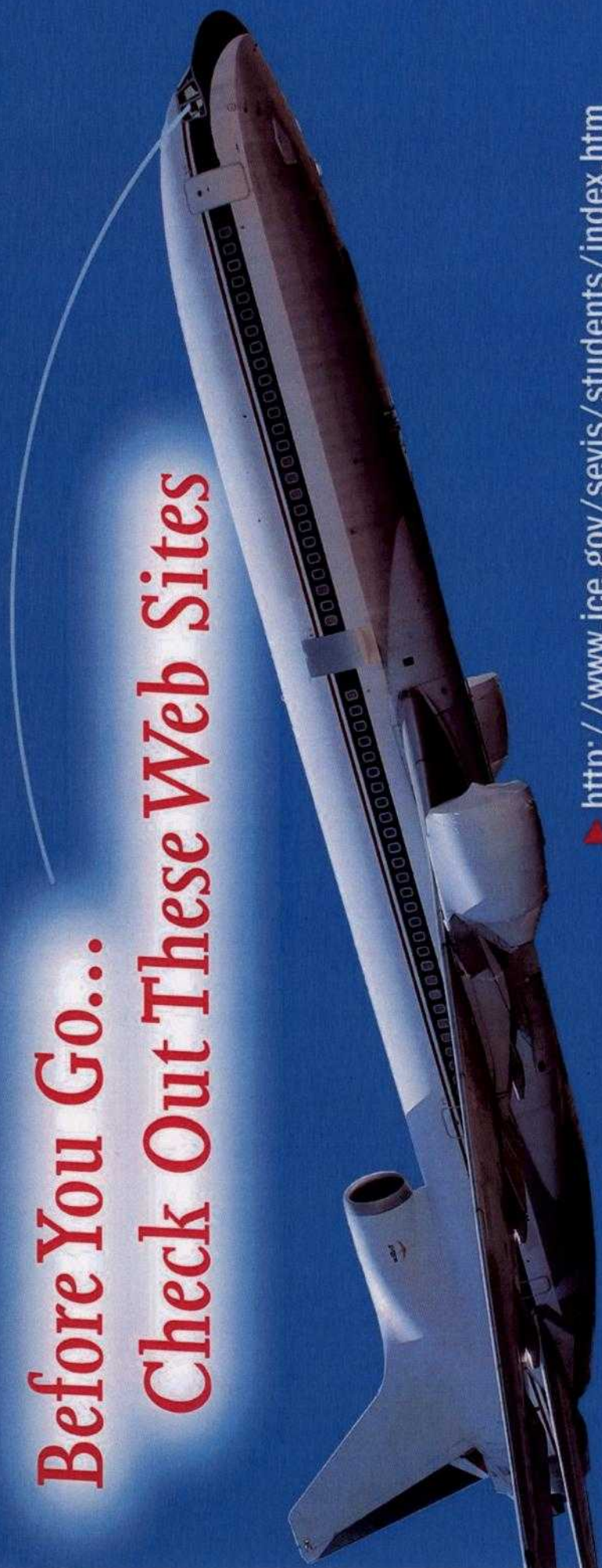
Through our combined effort we hope to significantly reduce the number of I-515A's issued. We welcome you to share your Best Management Practices with us.



# Leaving the Country?

**Before You Go...**

**Check Out These Web Sites**



Student and Exchange Visitor Program

U.S. Immigration  
and Customs  
Enforcement

[www.ice.gov](http://www.ice.gov)



- ▶ <http://www.ice.gov/sevis/students/index.htm>
- ▶ [www.travel.state.gov](http://www.travel.state.gov)
- ▶ [http://travel.state.gov/passport/lost/lost\\_849.html](http://travel.state.gov/passport/lost/lost_849.html)
- ▶ <http://usembassy.state.gov/>

# Traveling Soon?

SEVIS Says Bring  
Your Travel Documents!

## F/M Visa Holders

- ✓ Passport/Visa
- ✓ Signed I-20
- ✓ I-901 Fee Payment Receipt

## J Visa Holders

- ✓ Passport/Visa
- ✓ DS-2019 w/Blue Ink
- ✓ I-901 Fee Payment Receipt

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