



WEEKLY UPDATE – Nov. 21

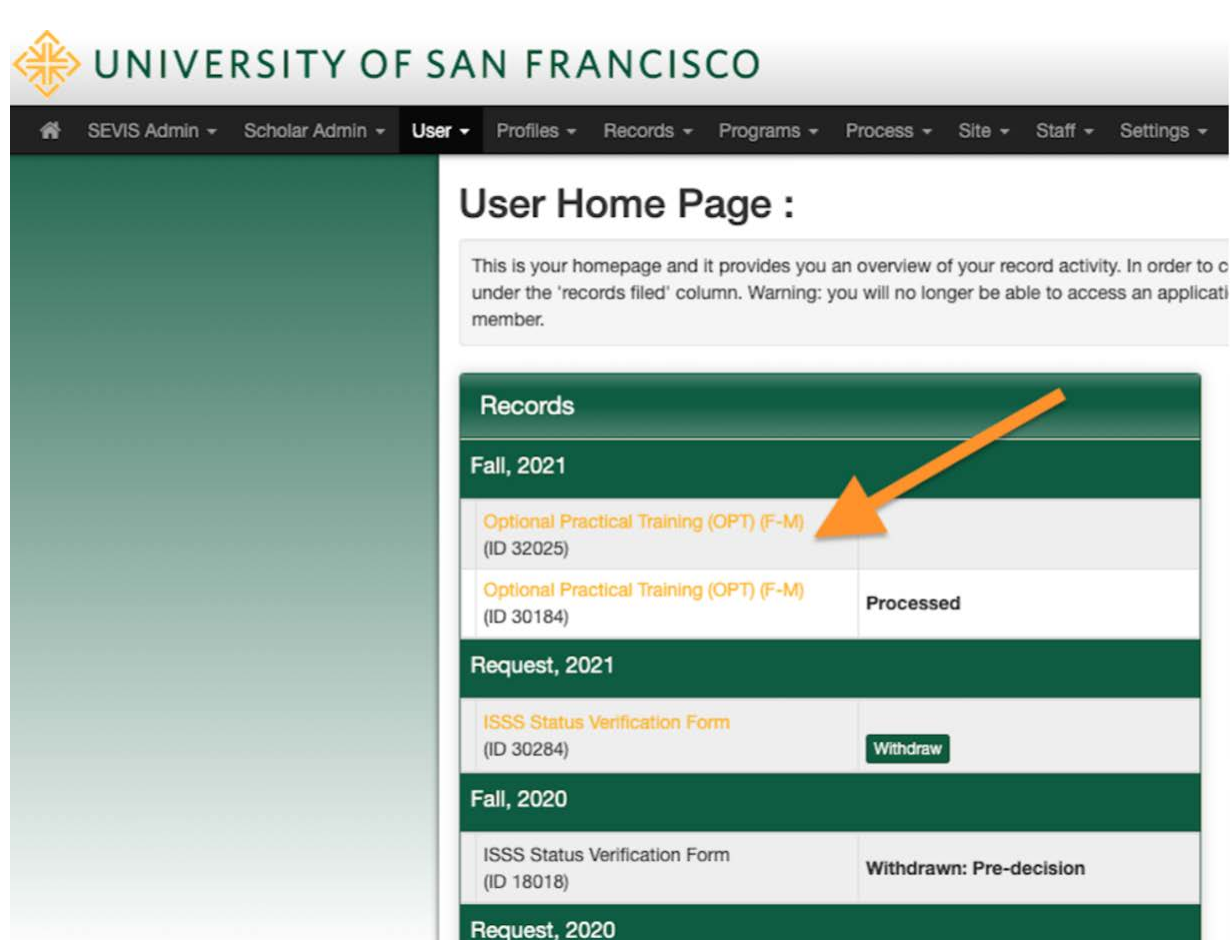
Travel Preparations and Reminders

As the end of the semester approaches, we are writing to make sure you are preparing for any upcoming travel, and if so, you feel confident about what you need for departing and re-entering the U.S. We recommend that all students review the **ISSS travel web page**, which details required documents for travel. In this newsletter, we want to clarify the process by which students can request travel signatures. Please note that at the end of the semester, we will send another email with more detailed travel information. As always, please **email our office** with any questions or concerns.

How to Request a Travel Signature

All international students leaving the U.S. need to be in possession of a valid I-20/DS-2019 with a current travel signature **in order to re-enter the US**. If you do not currently have a valid travel signature or your travel signature will expire before you plan to re-enter the U.S., you can request a new one from our office by **submitting a request via MyISSS**.

Before you request a new travel signature, be sure to log into your **MyISSS account** and view your most recent I-20. Please note that travel signatures are valid for one year from issuance (six months for students on OPT). If you already have an I-20 with a valid travel signature in your MyISSS account, you can return to your record, download, print, and sign this document. See the screenshots below to navigate to your previous records and accompanying documents and read the **MyISSS Student Handbook** for additional information related to navigating the student portal.



Please note that our office processing time is ten business days. Once we complete a travel signature request, we will upload a new I-20 to your account. From there, you can download, print, and sign your document to carry with you when you travel. Please keep the processing timeline in mind as you plan for your upcoming travel.



We Are Hiring Spring Orientation Leaders

Will you be in the city for winter break? Do you have some free time before spring classes begin? We are looking for orientation leaders for the Spring 2023 International Student Orientation! Students must be available **Friday, Jan. 13 – Thursday, Jan. 19. View the job listing »**



Wellness Checks

Health Promotion Services (HPS) is offering resources to support student wellness. Wellness is defined as the optimal state of health and refers to a person's ability to live life to its fullness. All students can take the **wellness check**, a confidential assessment tool that can help you figure out different areas you can improve to achieve whole body health and wellness. After you take the wellness check, you can schedule a wellness coaching appointment. **Learn more »**



Office Early Closure

The United States celebrates the Thanksgiving holiday on the fourth Thursday of November. This year, Thanksgiving will take place on Thursday, Nov. 24. The ISSS office will be closed on both **Thursday, Nov. 24** and **Friday, Nov. 25** for the university holiday. Additionally, the ISSS office will close our services at 12 p.m. on Wednesday, Nov. 23 to complete student requests before the holiday. We hope you all have a safe and relaxing break.

ISSS OFFICE RESOURCES

Requesting a Document from ISSS?

If you are requesting an immigration document or letter from our office, remember that we request **ten business days** to process requests. Make sure you plan accordingly so you have enough time to receive your document before you need it. All ISSS requests should be submitted through the **MyISSS student portal** (select the home icon, site home, and then requests on the left-hand menu). You can view our **MyISSS Student Handbook** for assistance with your submission.

Adviser Appointments and Workshops

Appointments can be made online. Please visit the **ISSS website** to schedule an appointment. Appointments are still booked in 15-minute increments. To schedule a workshop, select workshops from the first menu option in our scheduler. Students must complete an OPT workshop before applying for OPT.

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