If you are planning to travel outside the US during Winter Break, make sure your travel documents are valid and endorsed. This includes a valid passport, a valid visa, and a valid I-20/DS-2019 with a current travel endorsement signature. If you are on OPT, you should also bring your EAD card and proof of employment. If you have applied for OPT but not yet received your EAD card, you should bring your Approval Notice and/or Receipt Notice.

Travel signatures are now good for 1 year (previously 6 months). This means that on the date that you will re-enter the US, the travel signature date must be less than 1 year old. **IF YOU ARE ON OPT, your signature must be LESS THAN 6 MONTHS OLD.**

The OIS will be closed from Dec. 24 through Jan. 3.

Please plan accordingly if you need to meet with an advisor.

If you want to leave the US and return again, but you need to renew your F-1 or J-1 visa, you can request a Visa Renewal Letter from the Forms page of the OIS website. Please request your letter at least 2 weeks before your departure.

When you re-enter the US, if you do not have your I-20/DS-2019, or the signature is not valid, you can ask for a Form I-515. Once you are in the US, you must make an appointment with us immediately so we can fix your I-515.

If you will be **going on a cruise, make sure to bring your I-20 with you!**

As you know, the I-94 is now an electronic record. The OIS does not require students to submit their I-94 upon returning to the US, but we do recommend that you retrieve your I-94 from www.cbp.gov/i94 whenever you re-enter the country. You will NOT be able to retrieve your I-94 while you are outside the US, because the I-94 is an ENTRY document.

Please check the Travel section of our website for more info about travel: [http://www.fordham.edu/info/21326/current_students/5148/travel](http://www.fordham.edu/info/21326/current_students/5148/travel)

**Traveling During the Winter Holiday?**

**Special points of interest:**
- I-20 signatures are valid for 1 year from the date they are signed (for continuing students). The signature is valid for 6 months if you are on OPT
- The best way to contact OIS
- New version of the I-20

The OIS Office is not staffed to answer phone calls as they come in. Therefore, if you choose to call, please leave a message and we will get back to you. We strongly prefer that you contact us via email. We reply to emails as quickly as we can. If you do leave a voicemail message, we will be retrieving those messages daily, and will respond to them as quickly as possible. Again, the best way to reach us is through email. You should always include your full name and Fordham ID, so that we can locate your record as quickly as possible.

Of course, if you have a real emergency, you should always contact Public Safety.

We also have been receiving the personal mail of many students. It requires a lot of our time to go through this mail, and to email the students each time we received something of theirs. We NEVER allowed students to use our office address for their personal mail, but now we will immediately send that mail back, by marking it “Return to Sender.” This means we will NO LONGER contact you if we receive mail for you, we will return it directly to the post office. Therefore, you should NOT use the OIS address for any mailing, and you should not provide it as your address.
Global Transition—Become a GTA

Global Transition (GT) is the welcome program for international undergraduate students who start at Fordham in the Fall. It is full of fun, interesting, and useful activities and sessions, and it is a great way for new international students to get to know New York, Fordham, and other Fordham students! For current students who volunteer as Global Transition Assistants (GTAs) during the program, it is also a really wonderful opportunity for them to get to know each other, share their Fordham knowledge, and expand their friendships.

GT 2015 was a great success, and the new students and GTA’s loved participating in the program. If you would like to be involved in GT 2016, please keep your eyes open for our Global Transition Assistant application. The application will be available in late January. You should receive an email from fordhamgt@fordham.edu when the application is available, and it will also be available on the GT website: www.fordham.edu/gt

If you are an undergraduate student who wants to help your new international peers adjust to life at Fordham, and if you are hoping to get to know more Fordham students (international AND domestic), Global Transition is the way to do it!

The 2016 Global Transition program will take place from August 23—August 27.

I-20 Updates

As you may have heard, SEVIS (the system that your I-20s are created in) had a major upgrade in June 2015. Part of that upgrade included a new version of the I-20.

Please look at the images below to determine whether you have an old I-20 (first image) or a new I-20 (second image). All students will be required to have a new version of the I-20 by June 2016. If you ALREADY HAVE a new version I-20, then you do NOT need a new I-20. If you still have the old version of the I-20, please complete this form to request a new I-20: https://docs.google.com/a/fordham.edu/forms/d/1z3kvpBDSzO-G_BvOkrHHueEOLIKIeXg51QqqQ0ow/viewform

We will check the responses to this form, and will print out new I-20s as quickly as possible based on your request. Then, we will email your Fordham email address to inform you that your new I-20 is ready for pick up at the office location you requested.
Health Insurance Information

The insurance plan continues to be managed by AIG and the clinical providers remain the same, Magnacare and PHCS/Multiplan, and the prescribing provider is Catamaran. New Students will receive an email explaining the enrollment/waiver process. Students will be reminded via Fordham’s email on a weekly basis until the deadline February 23, 2016. The website to locate the enrollment form or waiver form is located at cirstudenthealth.com/fordham and click on health insurance enroll/waive, it will direct the students to an AIG website. The spring semester charge is $1610 for NON-GBA students and for GBA students the fee will reflect $843 trimester. Current students who enrolled for the fall semester and will like to waive for the spring semester, must fill out a waiver form that can be obtained through the international student office website at www.fordham.edu/ois. Go to the current students tab and and click on Health and Safety, locate the health insurance information and click on the complete this waiver form. The form must be submitted before the deadline February 23, 2016 to the insurance compliance administrator for review the contact information is included on the waiver form. Questions regarding insurance should be directed to the Insurance Compliance Administrator:

Maritza Rivera –Garcia  
Office # Rose Hill: 718-817-4164  
O’Hare Hall Lower level

Office hours: Mon, Tues 8-4PM - Thurs 9-5pm, please call to schedule an appointment, walk-ins are welcome for the next available appointment.

Lincoln Center office #: 212-636-7160  
McMahon Hall, Room 203  
Office Hours: Wednesday’s 9-5pm lunch from 1-2pm Friday’s 10-5pm lunch from 1-2pm please call to schedule an appointment; walk-ins are welcome for the next available appointment.

Email: Emarivera@fordham.edu

Your I-20 Completion Date

Look at your current SEVIS I-20 program end date. Do you still plan to complete your studies on the date listed on your I-20? If that date no longer reflects your intended completion date, you MUST let us know immediately.

December 2015 completion date:  
1. If you plan to finish your program by Dec 2015, you do not need to anything. If you want to stay in the US to work on OPT after your completion, you must apply for OPT immediately (if you have not already). To do so, please have the OPT form completed by your academic advisor and make an appointment with an OIS advisor.  
2. If you will NOT finish your program by Dec 2015 you need to request an I-20 extension and you do this by emailing the OIS immediately as soon as possible.

Your I-20 will NOT be extend ed automatically you must contact OIS. Failure to request an I-20 extension will result in your I-20 completing itself in SEVIS and you will lose options to stay in the U.S.

Are you moving in 2016?

Are you moving to a new place when you come back to Fordham in January? It is extremely important that the OIS always knows your most current local US address and your foreign permanent address, because we are required to send that information to SEVIS.  
REMEMBER: your permanent address should always be a foreign address, never within the US! Any time you move (from on campus to off campus, or from one apartment to another), make sure to update your address! To update your address:

1. Login to my.fordham.edu  
2. Select the Student tab on the top left  
3. Select the Student Accounts tab under My Account  
4. Select the Personal Information tab on the top left  
5. Select Update Addresses and Phones  
Non-University Local: Current US local address (you MUST update this even if you update your Mailing address)  
Permanent: Current Home Address

Impact Initiative

Fordham University has an official relationship with the UN Department of Public Information. (UNDPI) Would you like to attend an NGO briefing at the UN? Meet high level UN officials and members of the NGO community? Join our Facebook page under “Fordham University Impact Initiative” and get the latest updates about UN events and opportunities.