



Albert Einstein College of Medicine

Albert Einstein College of Medicine
Office of International Services
1300 Morris Park Ave.,
Belfer Bldg. 1205 Bronx, NY 10461
(718) 430-2850

Request for Travel Form

To re-enter the United States from abroad, you must have a valid entry visa stamp in your passport. If the visa stamp in your passport is expired, you will need to make an application at a U.S. Consulate or Embassy abroad to obtain a new stamp before returning to the U.S.

To apply for a new visa stamp, you will need to:

- 1) Visit the website of the U.S. Consulate/Embassy where you will make the application.
2) Gather the necessary documents listed on the website.
- H-1 Status-you will need your Original Approval Notice - Form I-797.
- J-1 Status- you will need all DS-2019 forms with a current school official signature for travel.
- F-1 Status- you will need all form I-20's with a current school official signature for travel.

When you visit the website for the U.S. Consulate where you will make the application, you will see that they provide processing times. Processing wait time DOES NOT include the time required for administrative processing. These procedures require additional time. Most administrative processing is resolved within 60 days of application. When administrative processing is required, the timing will vary based on individual circumstances of each case.

The OIS will need to wait at least 90 days from the date of interview or submission of supplemental documents, whichever is later, before making inquiries about the status of your case.

Complete this form, gather the appropriate signatures and return it to the OIS.

Signature - Student / Scholar / Staff
Print Name
Date
Check one: J-1 H-1 F-1
Signature - PI / Academic Advisor / Supervisor
Print Name
Date
Signature - Department Administrator
Print Name
Date
Only for F-1 Visa Students
Print Name
Date
Signature - Graduate Office/Registrar/Associate
Dean for Students

By signing this form, I understand that travelling abroad will require the application for a new entry visa stamp to the U.S., and that there is a possibility of significant delays in the issuance of the re-entry visa. Arrangements should be made in the event of delays.