

F-1 and J-1 Readmit/Returning Student Information

If you are returning to Oregon State University (OSU) after a leave of absence, you must apply for a new I-20/DS-2019. Please follow the directions below:

1. Readmission Process for:

- **Graduate Students:** Before a leave of absence, graduate students must work with the Graduate School and Academic Department to make sure a leave of absence is approvable. Graduate students returning to OSU to complete a degree program must follow Graduate School procedures. <http://catalog.oregonstate.edu/ChapterDetail.aspx?key=38> (click on "Registration Requirements")
- **INTO OSU Students:** Make sure you check with Academic Support to confirm that you have a program to return to. intoacademicsupport@oregonstate.edu. If you've been gone for an extended period of time and have not spoken with Academic Support about your return you may need to submit another application to International Admissions.
- **Registration Requirements for Undergraduate Students:** Undergraduate students returning to OSU to complete a degree program may re-enroll after an absence of 3 terms or less, not including summer, provided you were eligible to re-enroll your last term of attendance. <http://catalog.oregonstate.edu/ChapterDetail.aspx?key=5#Section37>
An absence of 4 or more terms, not including summer, requires you to contact the Registrar's Office to re-activate your record. <http://oregonstate.edu/registrar/eligibility-register/#Returning%20Students> (click on "Application for Re-admission" under Returning Students)

2. Contact Office of International Services

- Speak with an International Student Advisor to make sure you understand the process for getting a new I-20.
- Complete the form on the reverse side of this page. Degree seeking students must get a signature from their academic advisor or academic department to complete the form.
- Provide required financial documentation. If you have been at OSU within one year of your re-admittance, you may complete the Online Financial Certification to provide proof of funding <http://oregonstate.edu/international/f-1-student-financial-certification>. If you have been away from OSU for longer than a year, you will need to provide financial documents as indicated below.
 - See the "[International Student Financial Documentation](#)" handout to determine the proof of funding amount you will need to provide. Please meet with an International Student Advisor if you want more guidance on this process.
- The handout can be found on the International Students Forms & Documents web page: The URL is as follows: <http://oregonstate.edu/international/atosu/students/forms>

3. Sign up for Eshipglobal to have I-20 Mailed if Necessary

- Go to their website: <https://study.eshipglobal.com> and click on "Sign Up" under the STUDENTS section. Make sure to select "Oregon State University" and then "International Programs" to ensure the correct office receives your information. You can then request a shipment and track your request.

4. Pay the SEVIS Fee for New I-20/DS-2019

- In order to activate your new initial I-20, you are required to pay a SEVIS fee. <http://www.fmjfee.com>

5. Visa:

- If you have been out of the U.S. for less than 5 months and you still have a valid F-1/J-1 visa, you may enter the U.S. with your current F-1/J-1 visa.
- If you have been out of the U.S. for 5 months or more, your F-1/J-1 visa may be considered to be invalid. According to the Department of State, you may need to apply for a new F-1/J-1 visa, even though the visa may appear unexpired. Please check with the U.S. consulate or embassy for guidance on whether or not you need a new visa.
- Information about applying for visas can be found at: http://travel.state.gov/visa/temp/types/types_1268.html



Readmit/Returning Student New I-20/DS-2019 Request Form

Complete this form after you have spoken with an International Student Advisor regarding your return to OSU. Degree seeking students must get a signature from their academic advisor indicating how many more terms you have left to complete your academic program. Financial documentation as detailed on the first page of this handout must also be attached to this form.

Part 1: To be completed by student:

Last name (family) _____ First name (given) _____
 OSU ID _____
 Visa Type (circle one): F-1 J-1
Foreign Address:
 Address Line1: _____ Address Line 2: _____ City: _____
 State/Province/Region: _____ Postal Code: _____ Country: _____

Academic Program: INTO OSU Bachelor's Master's PhD Major _____

I will return to OSU _____ term, 20___. I will enter the U.S. on (mm/dd/yy) _____.

Last term enrolled at OSU _____ term, _____(year). My F-1/J-1 visa expires/expired _____ (date).

****You may enter the U.S. no sooner than 30 days before the start date on your I-20/DS-2019 and no later than the report date listed on the I-20 (F-1 students).**

***INTO OSU students do NOT need to have an Advisor or staff at INTO sign below**

Part II – Degree seeking students must get Part II completed by an academic advisor

The student is requesting a new I-20/DS-2019 immigration document to return to the U.S. and continue program of study at OSU. In order for us to make the new I-20/DS-2019 we need to verify that the student is still admissible to their academic program and the student's expected completion date of the academic program.

Student is admissible to academic program: Yes No **Expected completion date** ____ / ____ / ____

Please comment below as needed: _____

Academic advisor's signature _____ Date ____ / ____ / ____

Name and title (please print) _____

Department _____ Phone _____ E-mail _____

Office of International Services use only

I-20 Start Date: _____ I-20 End Date _____ Verified SGASTDN Record in Banner Active for Term of Return: Yes No



Readmit I-20 Delivery Method: (please check one)

- I will pick up my new initial I-20 from the OIS office.
- I will have a friend pick up my new initial I-20 from the OIS office.
 Name of Friend _____
- Express mail my I-20. Sign up for express mail here: <http://oregonstate.edu/international/atosu/shipping>
- Mail by regular United States Postal Service (international or domestic)* **to the address listed below:**

Address Line1: _____ Address Line 2: _____ City: _____
 State/Province/Region: _____ Postal Code: _____ Country: _____

Estimated Regular Mail Delivery Time: U.S. Addresses 3 – 5 business days | International Addresses 7 – 14 business days

Dependents (Spouse or children under age of 21):

Include verification of financial ability to support your dependent(s) if applicable and a photocopy of the identification page of each dependent’s passport with this form.

Dependent #1:

Last name (family) _____ First name (given) _____ Relation to you: Spouse Child
 Date of Birth (m/d/y) _____ City of Birth _____ Country of Birth _____
 Gender (circle) Male Female Country of Citizenship _____
 Country of Permanent Residence _____

Dependent #2:

Last name (family) _____ First name (given) _____ Relation to you: Spouse Child
 Date of Birth (m/d/y) _____ City of Birth _____ Country of Birth _____
 Gender (circle) Male Female Country of Citizenship _____
 Country of Permanent Residence _____

Dependent #3:

Last name (family) _____ First name (given) _____ Relation to you: Spouse Child
 Date of Birth (m/d/y) _____ City of Birth _____ Country of Birth _____
 Gender (circle) Male Female Country of Citizenship _____
 Country of Permanent Residence _____