



New I-94 Process for Customs & Border Protection

Office of International Students & Scholars

Revised 4/9/2013

In April 2013, the Department of Homeland Security announced a change in their admission procedures at the port-of-entry with regard to the I-94 form that has been used to document a foreign national's visa classification and duration of status under which he/she is being admitted to the United States. The new rule states that Customs & Border Protection (CBP) will no longer issue the paper I-94 form, in most cases, for visitors entering the US by air or sea. Most foreign nationals will receive only an admission stamp in their passport to show their lawful status in the United States (including date of admission, visa class of admission, and duration of status). The foreign national will have the option of visiting the CBP website to print a copy of their electronic admission status at www.cbp.gov/i94.

For the full fact sheet, please visit:

http://www.cbp.gov/linkhandler/cgov/newsroom/fact_sheets/travel/i94_factsheet.ctt/i94_factsheet.pdf

Impact on Rice international students & scholars

- **Admission to the United States** – It has always been important to properly present to CBP the visa stamp page and/or immigration documentation (I-20 or DS-2019) for the status you are requesting upon arrival to the United States. Please be sure to **check your stamp** carefully before leaving the immigration counter at the port-of-entry to ensure you have been admitted under the proper status. The stamp in your passport should read “F-1 D/S” for F-1 students, “J-1 D/S” for J-1 Exchange Visitor students/scholars, and “H-1B MM/DD/YYYY” for H-1B scholars, etc. If you have been given an incorrect stamp, it is best to try to get it corrected while still at the immigration counter.
- **Travel Updates with OISS** – All students and scholars who are entering the US for the first time or returning from travel will be required to provide a copy of their printed electronic I-94 (found at www.cbp.gov/i94) and/or a copy of their admission stamp in their passport, so that we may verify you were properly admitted into the United States. This must be done each time a student/scholar enters the United States. If we find you have been incorrectly admitted, we will work with you to assist you in getting it corrected. Please note that there may be a \$330 fee by USCIS to correct improperly marked statuses, so it is very important to check your status at the immigration counter before you leave the immigration area at the port-of-entry.
- **Providing documentation to Rice's Human Resources (HR) or Payroll offices** – For Rice employees, Rice's HR and Payroll office may also require a copy of your printed I-94 for the purpose of updating your employment authorization on your I-9 work eligibility form.
- **Providing supporting documentation to many federal, state, and local agencies when applying for US documents or immigration benefits** - When applying for things such as a Social Security Number, a Texas driver's license, a work-authorization card, an extension of status, or opening a bank account, you will also need to print out a copy of your I-94 card.