With winter break around the corner, we wanted to inform you about OISS’ office hours this December.

- To give our staff some flexibility over the break, the **OISS team will be working remotely December 18-21**. This means the OISS office will be closed to all walk-ins. We will be available on our main phone line, and advisers will still be available for Zoom appointments and via email for those four days.
- **December 22-January 1, OISS will be fully closed for the winter break**, along with the rest of the university.
- **Get your SSN letters signed before December 15!** We will not be available to sign SSN letters from December 18-January 2, so please make sure to do that before we close if you need to apply this month.

We look forward to seeing many of you over these next few weeks as the semester winds down.

**Before You Leave**

**Travel Signature reminders:** If you will be traveling internationally over Thanksgiving break, please check your I-20 or DS-2019 to ensure you have a valid travel signature before traveling and returning to the U.S. Remember that travel signatures are only valid for one year, but for multiple entries. Travel signatures can be found on the second page of your I-20 or the first page of your DS-2019.
If you are an F-1 student and need a travel signature, please contact your designated OISS adviser [1] and they will electronically send you a new I-20 with a travel signature. If you are a J-1 student or J-1 scholar and need a travel signature, please follow these directions [2] to request a new electronic travel signature.

We’ve also compiled a list of travel reminders for you to review before heading to the airport, as well as after you arrive in the U.S.

Pack all of your immigration documents in your carry-on: review what you need to carry with you and ensure your immigration documents are valid for travel (F-1 /J-1 student travel [3], or J-1 scholar travel [4]).

Below are some additional precautions you should consider taking before traveling:

1. **Register your travel** [5] with Yale. In the event of a major emergency, Yale will be able to contact you.
2. In an emergency, contact International SOS travel assistance [6]. All members of the Yale community are automatically enrolled with International SOS (ISOS), which provides pre-travel consultations and 24/7/365 domestic and international emergency medical, security and travel assistance for Yale travelers and accompanying family while more than 100 miles from home.
3. **Check your medical insurance** [7]. Check with your medical insurance provider before you travel to verify coverage of routine medical needs and coverage limitations while you are outside the U.S. For students enrolled in Yale Health Basic and Hospitalization/Specialty Coverage, your Yale Health insurance coverage is good worldwide in the event of a health emergency.

**After You Arrive in the U.S.**

Check your I-94 record after you enter the U.S.: I-94 is your arrival and departure record that is automatically created online upon your entry to the U.S. After you arrive at Yale, please check your I-94 record [8] and make sure you have been admitted in the correct visa status and for the correct duration (i.e. for D/S, duration of status). If you see an error in your I-94 record, please contact your OISS adviser [1].