

OISS Office Hours & Building Closure from December 18-January 9

December 4, 2025



With winter break around the corner, we wanted to let you know about OISS office hours this December & January.

- To give our staff some flexibility over the break, **the OISS team will be working remotely December 18-23**. This means the OISS office will be closed to all walk-ins. We will be available on our main phone line, [virtual drop-in](#) [1], and advisers will still be available for Zoom appointments and via email for those four days.
- **December 24-January 1, OISS will be fully closed for the winter break**, along with the rest of the university.
- **January 2-9, the OISS team will be working remotely** because of an ongoing construction project. More details about our operating hours in January will be announced after the break.
- **Get your SSN letters signed before December 18!** We will not be available to sign SSN letters from December 18th until January 9th, so please make sure to do that before we close if you need to apply this month.
- **Read your emails from OISS over the break:** Please make sure to check your inbox over the break in case there are any immigration announcements that OISS needs to communicate with you regarding travel or returning to the U.S.

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 winter 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.

[Please review our full list of travel reminders as you consider travel over the winter break.](#) [2]

Source URL:<https://oiss.yale.edu/news/oiss-office-hours-building-closure-from-december-18-january-9>

Links

[1] <https://oiss.yale.edu/about/connect-with-oiss/virtual-drop-in-hours> [2] <https://oiss.yale.edu/news/winter-break-international-travel-guidance>