

International Programs and Services

How to Access and Print Your I-94

The Department of Homeland Security requires that F1 students have a copy of their I-94 record with them at all times. The I-94 record which includes the I-94 number is the “Arrival/Departure Record” issued by U.S. Customs and Border Protection (CBP) whenever you enter the United States. This record confirms that you have been legally admitted to the U.S. in a specific visa status, and for a duration of time.

Follow the steps below to access and print your I-94 record

1. Visit the CBP I-94 website at <https://i94.cbp.dhs.gov>
2. Click on “Get most recent I94”
3. Once you review the attestation page, click on “Consent & Continue”
4. Enter traveler information. You will need to enter your information exactly as it appears on your passport
5. Click next and print your I-94 record
6. If there are errors on your I-94 record or if you have issues accessing it, you will need to submit a correction request to Customs and Boarder Protection (see the second page of this handout for instructions on how to get your I-94 record corrected)

F1 students also need to have a copy of their most recent I-94 when applying for certain immigration or public benefits such as OPT, Driver’s License or Social Security Number.

International Programs and Services

Correcting your I-94

International Programs and Services cannot change any information listed on your electronic I-94. If you notice an error on your electronic I-94 you must submit a correction request online on the U.S. Customs and Border Protection website. Please keep in mind that it can Customs and Border Protection up to 30 working days for the change/correction to be processed.

To request a correction to your current electronic I-94, submit correction request online at https://help.cbp.gov/s/questions?language=en_US with the following information:

- In the Topic dropdown menu, select “I-94/Traveler Compliance”
- In the Applicable Issue dropdown select “Issue with my I-94/Travel History”
- Enter your email address
- In the Description text box, enter the following information:
 - A statement explaining the problem with your I-94 with a request to correct the problem
 - Upload a copy of your passport ID page
 - Upload a copy of your F-1 Visa
 - Upload a copy of your boarding pass or the flight information—if you do not have a copy of your boarding pass, enter the flight information in the text box (flight number, date of arrival in the US, airport you entered the US)
 - Your current U.S. address and telephone number in the U.S.
- Follow the prompts to submit your correction request
- You will get a confirmation of your submission