

**IMPORTANT:** This document will become "read-only" and will not be updated as of June 12, 2023 due to the migration from Google Drive to Microsoft 365. As a result, some information may become outdated. Students are encouraged to contact ISSS ([iss@babson.edu](mailto:iss@babson.edu)) or return to the original source (web, email) for the new link.

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### What is the I-94 Record

Upon your admission to the United States at a port of entry, you will be issued a Form called the "I-94" All international students who enter the U.S. can access their I-94 online. It is important to verify your Form I-94 after each entry to ensure the information is accurate and to prove your legal visa status in the United States.

### How do I find my I-94 Record?

Go to the U.S. Customs and Border Protection(CBP)'s I-94 page (<https://i94.cbp.dhs.gov/>)

- Click "Get Most Recent I-94" and agree to the terms listed
- Once directed to the I-94 information page, enter the necessary info
- Click NEXT
- **STOP!** This is your I-94 record which should look like the image to the right. This page should display your most recent Form I-94, which includes:
  - an I-94 number, most recent date of entry, class of admission (F-1 or J-1) and admit until date (D/S or Unknown)
  - Save this page as an image [.JPG or PNG] for your records.
  - I-94 gets renewed every time you exit/reenter the U.S.



**About Travel History:** You may access your travel history by clicking "Get Travel History" **Do not submit your "Travel History" to ISSS.** This is only for your records and not to be used to confirm your entry in student visa status.

## Troubleshoot accessing your I-94

**Issue: When I enter my information, it shows ‘Not Found’, or it does not show the most recent entry date.**

- Try searching your record by changing variations with your names. This is a very common issue if you have multiple given/surnames. For example, try different combinations of your name, such as
  - One first name, all of your last names
  - All of your first names, one last name
  - All of your first names & last names
- Passport number
  - If you recently changed passports, try both numbers
  - Is there another number on your passport that could have been mis-identified as your passport number?
  - Are there characters that could have been entered as numbers instead of letters (or vice versa)?

If this issue still persists and you cannot locate your most recent I-94, you will have to contact a local [Customs & Border Protection \(CBP\) deferred inspection](#) site with documentation that you are either unable to find your I-94 or that it does not show the correct status or entry date, etc.

## **Issue: How do I contact CBP Deferred Inspection?**

Generally, you can contact the CBP deferred inspection site close to you **regardless of the airport you have gone through**. We recommend contacting the office below for Babson students:

- **Babson College (Wellesley, MA)** - continuing students can contact the **Boston CBP Office** by sending an email to [cbp.boston.i94@cbp.dhs.gov](mailto:cbp.boston.i94@cbp.dhs.gov) with the following:
  - [Completed CBP I-94 Correction Request Form](#) (access with Babson credentials, download/complete locally)
  - Scanned copy of biographical page from passport;
  - Scanned copies of other relevant and appropriate documents (i.e. F-1 or J-1 visa, most recent Form I-20 or DS-2019, an entry stamp in passport from entry indicating F-1 or J-1 D/S\*)

\*note, passport stamping does not happen consistently at each U.S. port of entry
- **Babson College (Miami, FL)** - enrolled students should use the CBP Online Request to contact **Miami CBP Office**- [https://help.cbp.gov/s/questions?language=en\\_US](https://help.cbp.gov/s/questions?language=en_US) ; processing times may take up to 15 working days.

Topic	Applicable Issue
I-94 / Traveler Compliance	I-94 Correction(s)/Travel History

- If a request is urgent, you will need to visit their office in person - see information below.
- **Students on OPT/STEM OPT extension** - [find the Deferred Inspection office](#) closest to where you are living

**\*\*CBP asks that requestors NOT submit multiple requests for the same I-94 correction. While requests may average a few business days, you may or may not receive notification of the correction. Check your I-94 information for the corrected record before reaching out to CBP.**

The CBP Deferred Inspections Office will make the final determination as to whether the information and evidence submitted are sufficient and acceptable to make the correction, or whether the traveler will need to appear in person at the Deferred Inspections Office or if additional information/evidence is required.

### **Need an I-94 correction faster than a few days?**

If you need to have your I-94 corrected more quickly, you may need to physically visit the Deferred Inspection Site at the airport during their hours of operation.

Review the [complete list of Customs & Border Protection \(CBP\) deferred inspection offices](#) for full contact information. Call to confirm hours and if possible, set up an appointment if possible before going to the office.

- Miami Deferred Inspection Office  
U.S. Customs and Border Protection  
3550 NW 57th Ave, Miami, Fl. 33166  
Office: 305-906-2573  
Hours of operation to the public: 08:00 am - 11:00 am - appointments not needed