

From: [A News Publication from the Slutzker Center for International Services](#) on behalf of [Emma June Voigt](#)
To: SCISNEWS@LISTSERV.SYR.EDU
Subject: Slutzker Center: December Events
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Syracuse University
December 2016 Edition
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Slutzker Center Events

Did you get your Travel Signature?
(More than 1,700 students have already received theirs!)

The Slutzker Center will have **staff members dedicated to processing requests for travel signatures** on **Thursday, December 8** and **Friday, December 9** from **9:00 am until 4:00 pm**. While requests are taken in order of arrival at the office, the wait time during these designated travel signature times is usually not long.

Students may still request a travel signature during our **Advisor on Call (AOC) hours, Monday-Friday, 11 am-3 pm**. Requests for travel signatures during AOC will be taken in order of arrival at the office along with all other walk-ins. In other words, the Advisor on Call will see all students who come in, in the order they arrive. The wait time for a travel signature may be longer.

Please bring

- Your I-20 (pages 1 and 2) or DS-2019
- Your **health insurance ID card** including documentation of **medical evacuation and repatriation insurance** if your plan does not include these. AETNA, ISO, ISP and HTH **include** medical evacuation and repatriation. POMCO and NYS Health Insurance **do not include** medical evacuation and repatriation.

If you **need to purchase** [medical evacuation and repatriation](#), please do so before coming to get your travel signature.

Travel Signatures
for students with approved OPT who intend to travel outside the US and return

- While on OPT, the I-20 travel signature is valid for only 6 months. If you will re-enter the U.S. more than 6 months from the date of your last travel signature, you will need a new travel signature.
 - If you are living in Syracuse, you can bring your current I-20 to the Slutzker Center and we can sign it for travel.
 - If you are living outside of Syracuse, we will need to print a new I-20 and send it to you.
 - To request a new travel I-20 form review our website here (Emma to link to <http://international.syr.edu/current-students/travel-request.html>)
 - You must scan and email to lescis@syr.edu: FAILURE TO PROVIDE THESE DOCUMENTS WILL RESULT IN A DELAY IN YOUR RECEIPT OF A TRAVEL SIGNATURE
 - Copy of Passport page with photo and expiration date
 - Copy of most recent F-1 Visa
 - Copy of current health insurance card
 - If your insurance does not include medical evacuation and repatriation (most U.S. employer provided insurance does not include it), a copy of your medical evacuation and repatriation insurance card. You may purchase medical evacuation and repatriation [here](#).
 - Name and address of your employer*
 - Your current home address-where you are living now in the U.S.*
 - Whether you want us to send the new I-20 to you by **regular U.S. mail** to the above address OR if you have made **arrangements for courier delivery** to you [here](#).
- *Be sure to update your employer information and your address via the OPT Students Info Update [here](#).

Requests for travel signatures received by Friday, December 16, 2016 will be processed before the University closes on Thursday, December 22 at 5:00pm. Because the University will be closed between December 23, 2016 AND Tuesday, January 3, 2017, NO MAIL OR PHONE CALL REQUESTS FOR TRAVEL DOCUMENTS OR SIGNATURES WILL BE RECEIVED OR PROCESSED.

**Fiesta De Navidad
December 9, 6 – 9 PM
La Casita Cultural Center
109 Otisco St, 13204**

La Casita Cultural Center is celebrating its annual Fiesta De Navidad on Friday, December 9, from 6 – 9 PM.

A free shuttle bus between College Place and La Casita will be available for everyone on campus thanks to the generous support of University College.

A Birnie Bus will be at College Place for pick up to go to La Casita at these times:

4:30pm

5:30pm

6:30pm

Last bus returning from La Casita to College Place leaves at 8:30 PM. For more information, click [here](#).

**University offices and the Slutzker Center will be closed
December 23, 2016 – January 2, 2017**

Be sure to make arrangements to complete any paperwork you need from the Slutzker Center before DECEMBER 22rd. You should also expect limited services and increased processing times in the days immediately before the closing.

If you need emergency assistance between December 23 and January 2, please contact DPS 443-2224.



**Attention Students!
The Slutzker Center is seeking volunteers**

Graduate International Orientation Volunteers

The Slutzker Center is looking for volunteers to assist with the Spring 2017 Graduate International Student Orientation Program on **Friday, January 13, 2017**. This is a great opportunity to meet new international students, to form new friendships, build your resume and give back to the University community.

Duties include:

- distribute materials
- set up power point presentations
- stamp passports
- set up tables for an Information Fair, etc.

We are looking for people who can be available from **8:00 am-1:00 pm**, from **1:00 pm-5:00 pm**, or from **8:00 am-5:00 pm**. Lunch will be provided. You are also welcome to the **Welcome Dinner at 5:30** that evening. **Hot Chocolate, Donuts and Game Night** will be at the Slutzker Center on **Thursday, January 12, 2017** and you are welcome to join in the fun.

If you are interested in volunteering, please email Mary Idzior, midzior@syr.edu.

**Emma's departure
Future of the SCIS News**

Over the last few years, many of you have come to know me as the person who sends emails. It is with mixed emotions that I announce, you will receive only a few more editions of these SCIS emails from me (ejvoigt@syr.edu). I will be leaving the University on 16 December 2016 to pursue a new career.

It has been a great privilege working here. I have learned a great deal from my colleagues and the many students I met. To steal the words of a co-worker, I will miss having the world come to my desk. This was not an easy decision to make, and I do hope I will be able to keep in touch with many of the people I had the privilege of meeting and working with in the last few years. I cannot exaggerate what a joy it is to see the success of so many SU students.

That being said: I have some business to take care of, we would like your thoughts on the SCIS News. Should we continue these emails? Should we send these emails less frequently? Do you have other thoughts on the content or format of these emails moving forward?

Please send your comments directly to me (ejvoigt@syr.edu) or to LESCIS@syr.edu. We look forward to hearing from you.

Again, I thank you for the time I have spent with you, and I wish you all well in the future.

Sincerely,
Emma J. Voigt



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