

## **GUIDELINES TO RENEW YOUR VISA IN YOUR HOME COUNTRY**

You should first contact the specific US Consulate you will visit to determine which documentation is needed. You will also need the visa application form, which is available on the state department website or on the consulate web site. A great article to also check out is through NAFSA titled, [“10 Points to Remember When Applying for a Nonimmigrant Visa”](#).

To renew your visa in your home country, you might also be asked for the following items:

1. A valid passport. Your passport needs to be valid for at least six months past the planned re-entry date.
2. Your I-20/DS-2019 form. The form must be endorsed with a travel signature and dated by a staff member of the International Student and Scholar Services Office before your departure from Albany. If any information on the form is incorrect or changed (e.g. your major, fees, etc.), a new I-20/DS-2019 will have to be issued.
3. A letter of good standing written and signed by International Student and Scholar Services. Please use a “Request for Status Letter” form and expect 5-7 business days for the letter to be completed.
4. A transcript of all previous work at UAlbany (and at other schools you have attended). You can obtain the UAlbany transcript in a sealed envelope from the Registrar's Office. The Registrar's Office is located in Campus Center B-25. Please check out [www.albany.edu/registrar](http://www.albany.edu/registrar) for more information.
5. Proof of pre-registration for the next semester. This is best obtained from the Registrar's Office because it will have your name on it. Please check out [www.albany.edu/registrar](http://www.albany.edu/registrar) for more information.
6. Proof of financial support. This can include:
  - o A "zero balance statement" from the Student Account Office. Ask for a "zero balance statement" which shows you have paid your tuition and all expenses "in full".
  - o Recent bank account records. This can include checking and savings account records. It is best to have several months of records from your account rather than just one.
  - o A copy of any scholarship award letter or stipend from assistantship, if applicable.
  - o An affidavit of support of bank statements and letters from your financial sponsor(s).
7. Evidence of “strong ties” to your home country (job, property, family, etc.).
8. SEVIS Fee receipt.