I-94 Automation

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What is an I-94?

- **Current** Form I-94, which is a small, white card often stapled into the passport, serves as evidence of lawful admission into the U.S. and “alien registration” for foreign nationals.

- Form I-94 lists the person’s immigration category, port of entry, date of entry into the U.S., status expiration date, and a unique 11-digit identifying number.
New process effective
April 30, 2013

- Automation of I-94 at *air and sea ports*

- Foreign nationals will receive an admission stamp in the passport, to include date of entry, port of entry, immigration category (F-1, H-1B, etc.), and status expiration date

- Much of the information for the admission record is gathered in advance from passenger manifests, visa applications, etc.
Implementation Plan

- In four stages at U.S air and sea ports effective April 30, 2013

- I-94 Automation completed at all airports and seaports as of May 21, 2013.
Sample: Paper I-94 Card
Sample: CBP Admission Stamp
Benefits of New Process

- Streamline inspection process and reduce wait times at air/sea ports
- Reduce data entry errors (compared to current manual data entry by CBP)
- Improve departure tracking among government agencies
- Ability to print I-94 if lost or multiple copies needed (if issued electronically)
PennDOT & SSA

- PennDOT and Social Security Administration rely on paper I-94

- ISSS received confirmation from local PennDOT and SSA that they would require an I-94 printout (if issued electronic I-94)
I-9 Process

- Per DHS, if issued electronic I-94, employees will need to obtain an I-94 printout if they wish to present it for Section 2 of Form I-9.
Obtaining I-94 Printout

- At the port of entry, foreign nationals should receive an information sheet on how to print their I-94.

- CBP recommends waiting 48 hours before accessing the new I-94 Printout website.

- Next slide: screen shot of www.cbp.gov/I94
New CBP I-94 Website

The following information is required to retrieve your Admission (I-94) number. Enter the information as it appears on your visa. If you do not have a visa, use the information as it appears on the biographic page of the passport you used to enter the United States.

*See our Privacy Policy regarding our request for your personal information.

- **Family Name:**
- **First (Given) Name:**
- **Birth Date (MM/DD/YYYY):**
- **Passport Number:**
- **Country of Issuance:**
- **Date of Entry (MM/DD/YYYY):**
- **Class of Admission:**

Submit

Note: For security reasons, we recommend that you close your browser after you have finished retrieving your I-94 number.

An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number. The collection number for this collection is 1651-0111. The estimated average time to complete this application is 4 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of Regulations and Rulings, 90 K Street, NE, Washington DC 20220.
Sample: I-94 Printout

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: 69000888062
Admit Until Date (MM/DD/YYYY): 10/10/2012

Details provided on Admission (I-94) form:

Family Name: LI
First (Given) Name: LYDIA
Birth Date (MM/DD/YYYY): 01/01/1990
Passport Number: P123123213
Passport Country of Issuance: Mexico
Date of Entry (MM/DD/YYYY): 04/11/2012
Class of Admission: B1

Individuals can visit www.cbp.gov/I94 to retrieve a copy of their electronic Form I-94.
Proof of Registration

- I-94 printout or unexpired entry/admission stamp acceptable as proof of registration (i.e. immigration status) for foreign nationals over the age of 18 years
I-515A Process

- If admitted temporarily due to a missing I-20/DS-2019 or outdated travel signature, F/J status holders will be issued a special paper I-94 card with an electronic I-94 number.

- The I-515A process then will be completed with U.S. Immigration and Customs Enforcement.
Land Border Entry

- Land border entry not affected by new rule

- CBP will continue to issue paper I-94 cards for land border entries to the U.S.

- If issued a paper I-94, remember to surrender the paper I-94 when departing the U.S. except for Automatic Visa Revalidation.
USCIS Applications & Petitions

- USCIS (U.S. Citizenship and Immigration Services) will continue to issue paper I-94 forms for change of status, H-1B petitions and other applications

- No mechanism in place to feed data back to CBP admission record system even with automation; hence paper I-94

- If you are issued a paper form, keep it.
Best Practices

- Maintain proof of last-minute flight cancellation
- Always use the passport name when booking air and sea tickets
- Print/screen capture I-94 immediately after each entry into the U.S.
- Report any errors to ISSS within five (5) days of entry
Updates

- Please refer to the ISSS website and/or emails for continued updates

  - [http://global.upenn.edu/isss](http://global.upenn.edu/isss)
Q & A