



# How to Correct I-94 Issues

F and J visa holders

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If you cannot retrieve your latest I-94 record, or if there are errors on your current I-94 record, you will need to submit a request to Customs and Border Protection (CBP) Deferred Inspection in Milwaukee for help.

**Step 1:** Write a short explanation with the following details:

- Issue or error on I-94
- Date of last entry to the U.S.
- Status at the time of last entry (F-1 or J-1, for example)
- If you have upcoming international travel, list your planned departure date
- Your U.S. phone number and email address

**Step 2:** Collect PDF copies of the following documents:

- Passport identity page
- I-20 used at the time of entry
  - J-1 and J-2: you cannot submit an electronic copy of the DS-2019
- F or J visa page
- Passport page with latest entry stamp from U.S. immigration
- Latest I-94 record or a screenshot of the message error if you cannot retrieve the I-94

**Step 3:** Email your short explanation and PDF copies to: [I94Mil@cbp.dhs.gov](mailto:I94Mil@cbp.dhs.gov)

**Step 4:** Continue to check for updates to your I-94 record at [www.cbp.gov/i94](http://www.cbp.gov/i94). You may not receive a confirmation email when the I-94 issue has been resolved by Deferred Inspection. Processing times vary.

**Step 5:** Submit a PDF copy of your most recent (corrected) I-94 to ISS at [iss@studentlife.wisc.edu](mailto:iss@studentlife.wisc.edu)

- Always save a copy for your records.

If you plan to apply for a benefit that requires your I-94 record, such as a Social Security Number or OPT, you will need to wait until your I-94 has been corrected to apply for that benefit.

You have a new I-94 record after each entry to the U.S. Review your I-94 after each entry, verify that the information is correct, and print a copy for your immigration records. Contact ISS if you have questions about your I-94 record.