To access or print out your electronic I-94 record:

1. Go to [https://i94.cbp.dhs.gov/I94](https://i94.cbp.dhs.gov/I94) or you can Google “CBP I-94” and click on the top link. Bookmark this website for future reference.
2. Fill in the fields using information from your immigration documents (Passport and I-20 or DS-2019).
3. You will need to print out **2 COPIES** of your I-94. You will bring one copy to the ISSS office after each time you re-enter the U.S. from overseas and you will keep one copy for yourself. Either drop off a copy of your I-94 printout at Liz’s office (Royce 105) or scan and email her the printout at krusee@uwplatt.edu.
4. If you have any problems accessing your electronic I-94, please contact Liz at krusee@uwplatt.edu as soon as possible. It is very important that any issue with your I-94 and legal entry to the U.S. be resolved right away after you re-enter the U.S. or it could cause complications for you later on.