

To: [cbp.boston.i94@cbp.dhs.gov](mailto:cbp.boston.i94@cbp.dhs.gov)

Re: I-94 Correction / Passport # \_\_\_\_\_

Name: [Enter full legal name as it appears in passport]

Country of Citizenship:

Date of Birth:

Passport Number:

SEVIS Number:

U.S. Visa Control Number:

Visa Expiration Date:

Class of Most Recent Admission:

Date of Last Arrival:

Port of Entry (Airport):

Dear Deferred Inspection:

I am requesting correction to my I-94 arrival record. I entered the U.S. through **[PORT OF ENTRY]** on **[DATE]**.

**[PROVIDE INFORMATION ABOUT YOUR ERRONEOUS ADMISSION AND EXPLAIN REASON FOR CORRECTION BEING SOUGHT.]**

Please find attached the following documents in support of this request for your review:

- I-94 entry record showing my most recent admission
- Copy of my passport biographical page
- Copy of my visa stamp AND admission/entry stamp for last admission to the US
- Form I-20 / Form DS-2019 (as applicable)

**[For F-1 students and J-1 students and scholars, as well as F-2 and J-2 dependents]** I request admission to the U.S. for "D/S" (duration of status).

Thank you for your time. Should further information be required, please contact the Office of Global Services (OGS) at Northeastern University at 617-373-2310 or [ogs@northeastern.edu](mailto:ogs@northeastern.edu).

Sincerely,  
Your name