ADDRESS NOTIFICATION FORM FOR
INTERNATIONAL STUDENTS ON OPTIONAL PRACTICAL
TRAINING OR ACADEMIC TRAINING

International students working in the USA need to submit employment information to the ISSS office, so it can be entered into the SEVIS system. You are required to update the following information every time you change positions, employers or address within 10 days of moving.

PLEASE PRINT:

NAME:

Last First Middle

RIN (RENSSLEAER I.D. NUMBER):

NON-RPI E-MAIL ADDRESS:

NEW ADDRESS:

Number Street Apt. #

City State Zip Code

TELEPHONE NUMBER:

EMployer NAME:

EMployer ADDRESS:

Number Street

City State Zip Code

TELEPHONE NUMBER:

DATE YOU STARTED WORKING THERE:

Signature: ____________________________ Today’s Date: ____________

Mail this completed form to:
Rensselaer Polytechnic Institute
International Services for Students and Scholars
110 8th Street, Troy, NY 12180

Rev. 3/2014