Passport Reminder

Passport Requirement

A passport photocopy is not required at the time of application for this program.

However, all students must have a valid passport to travel abroad. Your passport must be valid for six months after the end of your projected stay abroad. If you do not have a passport or your passport needs renewal, please apply immediately.

The name printed on your passport must be identical to the name used in your EAP documents, since discrepancies (including missing middle initials, second half of hyphenated last names, etc.) result in problems with your host institution and student visa forms.

How and Where to Apply for a Passport

On average it will take 1.5 to 3 months to complete the passport application process. First-time passport applicants must submit evidence of U.S. Citizenship (for example, an original birth certificate), which can be time-consuming to obtain. Passport application instructions are available on the U.S. Department of State website: [http://travel.state.gov/passport/passport_1738.html](http://travel.state.gov/passport/passport_1738.html)

You may be required to apply for a passport in person at a Passport Acceptance Facility. The Recreational Sports Facility (RSF) at 2301 Bancroft Way (on the Berkeley Campus) and the Berkeley Main Post Office at Allston and Milvia both process passports. For additional locations, see the U.S. Department of State website above.

Instructions for Non-US Citizens

Contact your host country’s consulate immediately to determine your visa requirements. The visa process may take several months longer than for U.S. citizens. If necessary, contact the Immigration and Naturalization Service to extend the expiration date on your re-entry permit.