

Information Sheet

Fogarty International Center

REQUEST FORM VISA/PASSPORT PROCESSING

Please note this is **NOT** a visa or passport application. Include this form with passport and/or visa application and other required documents.

FULL NAME OF APPLICANT:

TITLE:

GRADE OR CO LEVEL:

INSTITUTE (WRITE OUT):

SERVICE REQUESTED: (Check applicable items)

PASSPORT: (If you already have an official passport and only need a visa skip this portion)

New Issuance of Official Passport (first time applying for an official passport)

Renewal of Official Passport (submit expired official brown passport)

Additional Passport Pages for Official Passport

VISA: (LIST THE COUNTRIES THAT YOU WILL NEED A VISA FOR)

1. _____ 3. _____

2. _____ 4. _____

Destinations:

Main: CITY(S) WHERE OFFICIAL BUSINESS IS TAKING PLACE.

Date Departing US: _____

Purpose of Travel: please be as detailed as possible (3 to 4 sentences)

Contact (i.e. Secretary or Assistant):

PERSON NAME _____

PHONE NUMBER _____

FAX NUMBER _____

This portion should only be filled out if you have been informed that there is a payment for a visa. Generally this applies to those who are using a personal passport or you are using a passport from another country that is not USA.

Payment must be made at the time of submission.

Personal Check or Money Order \$ _____ (Payable to Generations Visa Service.)

CREDIT CARDS:

Visa or Master Card # _____ Expires _____

Card Holders Name _____ Amount \$ _____

Address where bill statement is sent:

Card Holder's Signature (Required) _____

Do not write below.

DATE OF SUBMISSION TO FIC: _____

PASSPORT AND/OR VISA READY: _____