

# Passport Application Acceptance Event!

at the UB Education Abroad Fair

**September 18, 12-3 pm, UB North Campus, Student Union Room 145**

*Did you know that you need to submit your first adult passport application in-person? Skip making an appointment at an off-campus facility and submit your application at the Fair instead!*

## First Adult Passport (First 10-year passport book) ONLY

*This event will be accepting new adult passport applications ONLY. If you need to renew your passport, you can submit your application online at [travel.state.gov/renew](https://travel.state.gov/renew). Forms and photos will be available during the event, but it is strongly recommended to complete the steps below in advance as space at the Fair will be limited.*

### Steps:

1. Fill out and print DS-11 (see QR code below) OR pick-up an application at the Education Abroad Office (201 Talbert Hall) BEFORE September 18.
2. Come to the UB Education Abroad Fair and bring:
  - The *completed* DS-11 form
  - Your U.S. citizenship evidence (certified birth certificate, naturalization certificate, certificate of citizenship, prior passport)
  - A passport photo (2x2 inches, taken within 6 months)
    - Available at UPS Store on-campus OR get your photo taken at the event.
  - Valid photo identification (driver's license, state ID card, military ID, etc.)
  - Payment of fees
    - Go to [travel.state.gov/passportfees](https://travel.state.gov/passportfees). Find fee amount according to the services you want then:
      - ◇ "Passport Application Fee": Bring a check or money order made out to "U.S. Department of State."
      - ◇ "Execution Fee" (\$35): Can pay by credit card at event or check/money order made out to "U.S. Department of State" (separate checks/money order for the two different fees).



Got Questions? Ask Us!

Email: [educationabroad@buffalo.edu](mailto:educationabroad@buffalo.edu)

Call: 716-645-3912

Drop-In Advising: M-F, 12pm-3pm in  
Talbert 201

