



# REQUEST FOR COPIES OF DOCUMENTS

Fax request to: ATTENTION OISS RECEPTION FAX: 319-335-2021

Updated March 31, 2008

Name: \_\_\_\_\_  
 (Family Name/Last Name)

\_\_\_\_\_  
 (Given Name/First Name)

Today's Date \_\_\_\_\_ Date of Birth \_\_\_\_\_

University ID \_\_\_\_\_ OR SEVIS Number \_\_\_\_\_

Current Phone Number \_\_\_\_\_ Current E-Mail \_\_\_\_\_

Current Mailing Address \_\_\_\_\_  
 (Street) (City, State, Zip)

**STUDENTS:**

Beginning date of study at UI: \_\_\_\_\_

UI Graduation date or date of departure if you did not graduate prior to leaving UI:  
 \_\_\_\_\_

**SCHOLARS:**

Dates of Appointment: \_\_\_\_\_

List all I-20s/DS-2019s which you currently have: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Requests for copies of documents are to be faxed to OISS at the number listed above. Requests are done as time permits. A search for documents could take up to three weeks from the date your written request arrives at OISS until it has been completed. We will send copies of the documents to you at your current address by United States Postal Service. No requests for document searches will be taken over the phone.

<p><b>OISS Use Only:</b>          Received Date: _____</p>	<p>Mailed to Student Date: _____</p>
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