



UNIVERSITY OF
TEXAS
ARLINGTON

OFFICE OF
INTERNATIONAL
EDUCATION

• 817-272-2355 (phone) • 817-272-5005 (fax) • Box 19028 • www.uta.edu/oie •

Immigration Document Copy Request

- This form is used to request a copy of the immigration documents listed below from the Office of International Education.
- Please note that depending on your years of attendance, we may not have copies of your items on record.
- **IMPORTANT:** You must submit your request **at least 2 weeks in advance** of when you need them. We cannot process rush requests as this is a courtesy service.

Biographical Data:		
Family Name:	First and Middle Name:	Birth Date (MM/DD/YYYY):
Phone Number:	UTA Student ID:	
Email:		
Document(s) Requested:		
<input type="checkbox"/> All UTA I-20s on file.		
<input type="checkbox"/> Government issued document(s) received by our office, such as EAD cards, receipt notices, etc. (include document date MM/DD/YYYY): _____		
<input type="checkbox"/> Other (include document date MM/DD/YYYY): _____		
Receiving Document(s):		
I will be picking up the documents myself: As of 01/21/2020, I-20 forms cannot be released to any other individual other than the student listed on the form, due to a new policy released from The Department of Homeland Security.		
Express Mail via eShipGlobal: If you'd like your documents to be sent express mail, please go to the eShipGlobal website https://study.eshipglobal.com to set up and pay for your express mail order. Be sure that you sign up as a student to receive documents from the University of Texas at Arlington, and choose "Office of International Education" as the department.		

I have fully completed the above information and understand the regulations regarding this process:

Signature:	Date:
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Notice: You may be entitled to know what information The University of Texas at Arlington (UT Arlington) collects concerning you. You may review and have UT Arlington correct this information according to procedures set forth in UTS 139. The law is found in sections 552.021, 552.023 and 559.004 of the Texas Government Code.