

STUDENT/SCHOLAR REQUEST FOR OIE SERVICES

ALL MUST FILL IN THIS BOX COMPLETELY

STATUS AT CMU: Student (F-1/J-1/F-1 OPT) Researcher/Staff/Faculty (J-1/H1B) Student Intern (J-1)

SURNAME/FAMILY NAME: _____ GIVEN/FIRST NAME: _____

EMAIL: _____ CMU DEPT: _____

DATE OF BIRTH (mm/dd/yyyy): _____ PHONE: _____

PASSPORT EXPIRATION DATE (mm/dd/yyyy): _____

RESIDENTIAL ADDRESS (USA): _____

House/Building #

Street

(Apt/Rm#)

City

State

Zip Code

SIGNATURE: _____ DATE: _____

Check here if you choose eShipGlobal for express mailing (FedEx/UPS) payable by credit/debit card. OIE will email you with instructions once your document is ready.

Which service(s) would you like to request? Place a ✓ to indicate below.

IMMIGRATION DOCUMENTS

____ 1. SIGNATURE ON MY DS-2019 FOR TRAVEL PURPOSES

____ 2. REPLACEMENT DS-2019 LOST STOLEN DAMAGED TRAVEL (OUT OF LINES)

OTHER: _____

LETTER/SOCIAL SECURITY NUMBER REQUESTS

____ 3. SIGNATURE ON SOCIAL SECURITY NUMBER (SSN) FORM (*F-1 students working on-campus only*)

____ 4. LETTER TO HELP ME OBTAIN A SOCIAL SECURITY NUMBER (*J-1 students/J-1 student interns only*)

____ 5. TRAVEL LETTER (*H-1B only*) Date Leaving: _____ Date Returning: _____

Destination(s): _____ Purpose of travel: Personal Professional Both

____ 6. OTHER (ITIN Letter, etc.) _____

FOR OIE USE ONLY: Pick up date: _____

Last updated 6/2022