

## I-20 Reissue Request Form

Student Name: \_\_\_\_\_  
(as seen on passport)

Date of Birth: \_\_\_\_\_  
(Month/Day/Year)

University Applied to: \_\_\_\_\_

Desired Term: \_\_\_\_\_

Reason why the student is requesting new I-20:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Did the student use the I-20 for the Visa Interview?    YES     NO

If 'YES' selected, student must complete a post-visa interview report. This report is required.

Please attach the required documents in order to request a new I-20:

**Please note to provide the following documents before raising a re-issue request and failure to comply will result in decline of approval for the new I-20.**

- Original I-20
- If denied visa, the student must give a visa interview report
- Updated, Current Financial Documents
- Estimate of Cost Form
- \$20.00 USD Check to cover courier costs

General I-20 Procedure Reminders:  
 HTIR will process the first time received application in due time frame of 30 -45 days from the time we receive a complete file from the Agent/Student. Further upon the receipt of the I-20, HTIR advises the Agent to forward the initial deposit draft as stated in the Estimate of Cost Form. In the event if the student fails to use the processed I-20 duly in time for ANY reason and requests for a deferral then he or she will require to provide the above stated documents before raising a re-issue request, and failure to comply will result in decline of approval for a fresh I-20. **NOTE:** If the I-20's arrive late from the schools leaving NO time for the student to prepare for the Visa interviews then all charges will become VOID. Under such valid circumstances HTIR and school will cover the added cost and time involved.