



THE UNIVERSITY OF TEXAS AT DALLAS

International Student Services
800 W. Campbell Rd., SSB34, Richardson, Texas 75080-3021
(972) 883-4189 ISSODocuments@utdallas.edu

I-20 Reprint or Update Request form

Student Name _____ UTD ID number _____

A. I-20 update. Check the appropriate reason for the update. These requests require financial documents and are processed in 5 business days.

- Update financial information on I-20
- Add a Dependent

For these requests, attach to this form a COPY of the following documents:

- **UT Dallas Financial Affidavit.** Download the form at: <http://www.utdallas.edu/isso/docs/Fin-Affidavit.pdf>.
- **Financial documents, if applicable.** All financial documents must meet the requirements listed at the ISSO Financial Documents for I-20 page at: <http://www.utdallas.edu/isso/i20-docs/>
- **Dependent(s) passport ID page, if applicable.**

F-2 visa letter for Dependents.

Check if you want to add this letter to your Add a Dependent request. Fill out the chart below with your dependent(s) information.

FAMILY name _____

FIRST name _____

Date of Birth (mm/dd/yy)	Country of Birth	Country of Citizenship	Relationship to student

FAMILY name _____

FIRST name _____

Date of Birth (mm/dd/yy)	Country of Birth	Country of Citizenship	Relationship to student

FAMILY name _____

FIRST name _____

Date of Birth (mm/dd/yy)	Country of Birth	Country of Citizenship	Relationship to student

B. Submit your I-20 Reprint or Update Request to the ISSO. An e-mail will be sent to your utdallas.edu email address within the established processing period to notify you on the status of your I-20 Reprint or Update.

- **In person:** Submit to the ISSO during office hours. Monday - Thursday, 8:00am to 6pm. Friday, 8:00am to 5pm.
- **By e-mail** (additional paper copies are not required) to ISSODocuments@utdallas.edu. Verify that the total size of attachments in one e-mail is not larger than 5MB. Do not send files in compressed formats, such as .rar or .zip. Instead, use a PDF, JPEG or DOC format.

Student signature: _____ Date: _____