

F-1 and J-1 Students

Replacement / Corrected Document Request Form

Please download this form to fill it in.

Use this form to request a new, signed, valid I-20/DS-2019. If you want copies of old I-20s/DS-2019s, please submit the copy request form available in our office or by email. Email completed form to internationaloffice@berkeley.edu. All fields are required.

Student Information

Family Name:		Given/First Name:	
Student ID:	Telephone:	Email:	
Document Request:	<input type="checkbox"/> I-20 / F-1	<input type="checkbox"/> DS-2019 / J-1	<input type="checkbox"/> I-20 / F-2 <input type="checkbox"/> DS-2019 / J-2

Reason for Replacement (select all that apply)

<input type="checkbox"/> Lost	<input type="checkbox"/> Damaged	<input type="checkbox"/> Stolen	<input type="checkbox"/> Travel
<input type="checkbox"/> Correction*	Reason for Correction: *Attach supporting documents (copy of visa, updated passport, etc.)		
<input type="checkbox"/> OPT/STEM OPT Update*	Current Employer Name: *Write your current employer above and update your employer information at https://io.berkeley.edu/ssu		

International Travel Information

Are you currently outside of the U.S. or will you travel outside of the U.S. within the next month? <input type="checkbox"/> Yes* <input type="checkbox"/> No	
*If yes, dates of travel (an estimate is ok):	
Departure from the U.S. :	Return to the U.S. :

IMPORTANT INFORMATION ABOUT BIO'S PROCESSING TIME AND DOCUMENT DELIVERY

BIO's processing time for [student requests](#) is 5 business days (excluding weekends and holidays). Barring any technical issues, documents will be ready by 1p.m. on the fifth business day. Your request will be delayed if it is incomplete or requires additional follow-up.

Please choose **one** delivery option for your new document. Due to a high volume of student requests, we can offer only one delivery option per request.

Email (F-1/F-2 I-20s only)

*Electronic I-20s are valid for re-entry into the United States. Please print and hand-sign your I-20 prior to traveling.

This option is only available for I-20s; we are not permitted to email J-1/J-2 DS-2019s. If you need an original, physical I-20 in the future, please submit a replacement document request form to our office at that time (form available here:

https://internationaloffice.berkeley.edu/students/request_forms).

USPS Airmail (F and J documents)

Free, no tracking number, can take anywhere from 1 to 4 weeks to arrive depending on location.

Please let us know what your mailing address is (required):

Express Mail (F and J documents)

Enter your order number here (required)*:

*You must purchase your own label using ONLY the method described here: http://internationaloffice.berkeley.edu/express_mail

Pick up (F and J documents)

Pick up is available starting August 4th, 2021. See here for more information on how to schedule a pick up:

bio-pickup-dropoff.youcanbook.me

Additional Comments: