



International and Exchange Student Center (IESC)

Student Letter Request Form

This form should be completed by CSUN F-1 students requesting a student letter request. Please complete the form and submit it via email to iescrequest@csun.edu.

STUDENT'S INFORMATION

Today's Date: CSUN ID #: Last Name: First Name: Country of Citizenship: Major: Phone: Email: U.S. Address: Degree (Check (✓) One): BA BS 2nd Bachelor's MA MS MM MPA MBA

LETTER REQUEST: Please select one (or more) from the following:

Immigration Status Verification Letter Please specify if you want to include any of the following: Addressee, Passport Number, Official Program Completion Date, and SEVIS ID Number.

On-Campus Employment Verification Letter to Request Social Security Number Please attach a copy of your employment offer letter.

I would like the requested document(s) to be: (please select one) My letter sent electronically via email. Please email my electronic document to: Mailing Option: At this time, we recommend to opt for the electronic version to expedite the receipt of your electronic document.

For processing times please visit: http://www.csun.edu/international/current-students-forms. Processing times may vary during peak times. For additional information, please contact us at (818) 677-3053.

FOR IESC USE ONLY

Verified Current U.S. Address Major in PS / SEVIS / Master Roster match Verified unofficial transcript in PS Check SEVIS for ACTIVE Status Updated Student Summary Page Letter prepared by: Date: