



International Student and Scholar Services

**PLEASE NOTE: Incomplete request forms will not be accepted.**

**Name:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Family/Last) (Given/First) (Middle I.)

**Date of Birth:** *Month:* \_\_\_\_\_ *Day:* \_\_\_\_\_ *Year:* \_\_\_\_\_ **8-Digit Penn ID:** \_\_\_\_\_

**Gender:**  Male  Female **Immigration Status:**  F-1 Student  J-1 Student

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Local Address:** \_\_\_\_\_

**Foreign Permanent Address:** \_\_\_\_\_

**School/Department:** \_\_\_\_\_

**Degree Sought (BA, MA, PhD, etc.):** \_\_\_\_\_ **Program End Date:** *Month:* \_\_\_\_\_ *Day:* \_\_\_\_\_ *Year:* \_\_\_\_\_

**Please list your amount of financial support in each of the categories below:**

- \$ \_\_\_\_\_ **Personal Funding**
- \$ \_\_\_\_\_ **Family Funding**
- \$ \_\_\_\_\_ **Funding from Penn**
- \$ \_\_\_\_\_ **Other Sources** *Please describe:* \_\_\_\_\_

**For Office Use Only**

**Immigration Status:**  F-1 Student  J-1 Student

**Letter:**

- Enrollment**
- Enrollment & Expenses**

**Include Other Information:**

**Number of Original Letters Requested:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_

**Ready for Pickup after 3 PM on:** *Month:* \_\_\_\_\_ *Day:* \_\_\_\_\_ *Year:* \_\_\_\_\_