International Office
Letter Request Form

I. Student (Please Print)

Last name: □ First Name: □ Student ID: □ Date: □

Local Street Address: □

City: □ State: □ Zip Code: □

Cell Phone Number: □ Country of Citizenship: □

Email Address: □ Date of Birth: □

Please Circle: □ Undergraduate or Graduate □ Gender: □

Semester Began at KU: □ Expected Graduation Date: □

Academic Major: □ Academic Minor: □ GPA: □

Class Standing: □ Freshman □ Sophomore □ Junior □ Senior □

Visa Type: □ F-1 □ J-1 □ Other (please list): □

Type of Letter: □ Enrollment Confirmation □ Social Security (please attach employment letter) □ Driver’s License (Allentown or Reading) □

□ Visa Renewal □ Graduation/Family Visit (please list names/relationship below) □ Other (please explain below)

Additional Information: □

II. Office of International Admissions & Services (Office Use Only)

Date Received: □ Date Processed: □

Processed by: □

Additional Information: □

Submit this form to: Office of International Admissions & Services • Kutztown University • Kutztown, PA 19530
Email: international@kutztown.edu • Tel. No: 484.646.4256 • Fax No: 610.683.1356