

Letter Request Form

You can use this form to request a specific type of letter that may be needed. Please complete and attach documents (as required) and return this form to the International Center.

You will be notified by e-mail when the letter is ready.

Student ID #: _____

Date: _____

Name: _____
Last First

Current Visa Status (F-1, J-1, etc.): _____

Start Term at UA: _____

Degree Level (circle one): Doctorate Masters Bachelors Associates ELI

Degree Program (Major): _____

E-mail address: _____

Your Current U.S. Address: _____

Type of Letter Requested (mark all that apply):

_____ Social Security Administration Letter (*attach copy of employment letter*).

_____ Other (*Please specify letter needed*):

Please note: Enrollment verification letters can be requested through MyAkron and will be completed by the University Registrar Office. Graduation candidacy letters can be requested by contacting the University Registrar office at graduation@uakron.edu. Please use your University of Akron student email account to submit the request and remember to indicate on the email that you are requesting a graduation candidacy letter.)

Student Signature

Date