

IAU| MIGRATION CERTIFICATE REQUEST

INSTRUCTIONS: To request a Migration Certificate, please complete this form as a PDF. There is a \$10.00 processing fee for each Migration Certificate. *International shipping fee varies from country to country. Please contact Office of the Registrar at registrar@iau.la for international shipping fee.

FOR STUDENTS REQUESTING: Please fill it out, print, sign, and date. Submit this form, processing fee, and all other supporting documents to registrar@iau.la

FOR THIRD PARTIES: Please have the student fill out the form to verify that they consent to your party requesting a Migration Certificate. Once the student has filled out the form and signed consenting the release, please sign, and submit this form, processing fee or receipt of processing fee, and all other supporting documents to registrar@iau.la

PART 1) STUDENT INFORMATION

LEGAL NAME: FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____

TELEPHONE #1: MAIN _____ ***EMAIL:** _____@XXX.com **STUDENT ID NUMBER:** _____

DOB: _____ - _____ - _____ **GENDER:** _____ **SEVIS ID NO
(IF APPLICABLE):** _____

PART 2) RECEIVING PARTY INFORMATION

**COMPANY/PARTY
REQUESTING:** FIRST NAME _____ LAST NAME _____ TITLE - COMPANY NAME _____

***MAILING ADDRESS:** STREET _____ APT/SUITE # _____ CITY _____

STATE _____ COUNTRY _____ POSTAL CODE _____

TELEPHONE #1: MAIN _____ ***EMAIL:** _____@XXX.com

PART 3) ORDER DETAILS

<u>Description</u>	<u>Amount</u>
<input type="radio"/> I am requesting a transcript to be mailed via USPS in U.S. without tracking	Quantity _____ X \$10.00 / each = _____
<input type="radio"/> I am requesting a transcript to be mailed via USPS in U.S. with tracking	Quantity _____ X \$10.00 / each = _____
<input type="radio"/> I am requesting a transcript to be mailed via UPS outside U.S. with tracking*	Quantity _____ Varies _____
Total Number of transcript Requested: _____	Quantity _____ TOTAL DUE _____

PART 4) CONSENT (STUDENT TO COMPLETE)

I, am requesting International American University to generate a Migration Certificate for my use. I consent to the release of the certificate and any other information to the party listed in Part 2 of this request form. I hereby release the company, its divisions, affiliates, and associates, and anyone acting on their behalf from any and all claims or liabilities of any nature arising from or related to the preparation of the information contained in the Migration Certificate, and the disclosure of such information for company intended purposes.

STUDENT SIGNATURE _____

DATE _____

RECEIVING PARTY SIGNATURE _____

DATE _____