International Student Letter Request Form
Center for Global Education and Diversity

First Name: ___________________________ Last Name: ___________________________

WIN: ___________________________ Phone Number: ___________________________

Email address (if not Wilkes email): ____________________________________________

Your Local Address: Street and house number: __________________________________
Apartment or room number: _________________________________________________
City and zip code: __________________________________________________________

What is your major? __________________________________________________________

When did you start studying at Wilkes? Semester: ________ Year: _____________

When do you expect to graduate: Semester: ________ Year: _____________

Are you currently or have you been enrolled in IEP? □ Yes, currently enrolled □ No
□ I have graduated from the IEP

What kind of letter do you need?

□ To get a Social Security number or letter from Social Security

□ To get a driver’s license or PA ID

□ To open a bank account

□ For visa renewal

□ General status letter → Purpose: _____________________________________________

□ Other letter → Explain what kind of letter you need and what information needs to be included: ____________________________________________________________
________________________________________________________________________

Other comments?
________________________________________________________________________
________________________________________________________________________

You will be notified via Wilkes email (unless specified otherwise) when your letter is ready. When your letter is ready, you can pick up at the desk downstairs at the Center.