

ISSS PROCESSING TIMES

• Insurance hold removal	3 business days
• Address changes	5 business days
• Letters (enrollment, DMV, etc.)	5 business days*
• Travel signature	5 business days*
• Document duplicate/copy request	5 business days*
• Curricular Practical Training (CPT)	10 business days*
• Optional Practical Training (OPT)	10 business days*
• STEM Optional Practical Training	10 business days*
• Academic Training	10 business days*
• Reduced Courseload Requests	10 business days*
• I-20s (for any reason)	10 business days*

These processing times are valid once all required information/documentation has been submitted.

For all of the above processes with an asterisk, you will receive an e-mail when the procedure has been completed or something is available for pick-up.

No processing can be done if you have a hold that prevents registration.

During busier times of the year (first three weeks and last three weeks of fall, spring and summer semesters), processing can take longer.