

Illinois Institute of Technology

International Center
3300 S. Federal Street.
Main Building, Room 405
Chicago, IL 60616
Phone: (312) 567-3680
Fax: (312) 567-3687

Replacement of Lost/Stolen F1 Documents

06/07

Replacement of Passport:

Please contact your Consulate in the US and make a police report. Please note that the visa stamp cannot be replaced. See "Replace F1 visa" section. To see a list of Consulates in the US, visit <http://www.embassy.org/embassies/>

Replacement of I-94 Card:

1. If you are planning to leave the United States within the next 30-45 days, you will not need to apply for the replacement. (It cannot be completed within this period of time)
2. Complete I-102 form (Available at International Center or download from US CIS's Website: www.uscis.gov)
3. \$320.00 check made payable to US CIS, "Citizenship and Immigration Services,"
4. Copy of previous I-94 card, both sides (if available)
5. Mail all items to:
US CIS Nebraska Service Center
P.O. Box 87102,
Lincoln, NE 68501-7102.
6. The process will take 4 to 6 months to complete.
7. Traveling outside the US while this application is pending will terminate the application.
8. If a student must travel outside the US prior to receiving a replacement I-94, a new I-94 will be issued to the student at the airport upon return to the United States.

Replacement of EAD (OPT) Card:

1. Completion of the I-765 form
2. A check made payable to "CIS" for \$340.00
3. An I-20 endorsed for OPT in the last 30 days. Contact the International Center for new endorsement.
4. Biographical pages of the passport and copy of the I-94 Departure Record (front and back)
5. Two photographs as per CIS instructions
6. Any previously issued EAD cards
7. Mail all application materials (a check list is included with the application package) to CIS:

United States Citizenship and Immigration Services
P.O. Box 87765
Lincoln, Nebraska 68501-7765

It may take up to 3 months to receive a new EAD card.

Replacement of I-20:

Schedule an appointment with the International Center at www.ic.iit.edu

Replacement of F1 visa:

US Entry visas cannot be replaced in the United States. You will have to request a new entry visa from a US Consulate abroad, the next time you leave the United States.