

Date:

Full Passport Name:

Date of Birth:

Current SEVIS ID:

To Whom It May Concern:

I am applying for F-1 Optional Practical Training (OPT) in connection with my University of Pennsylvania degree program, but I am missing some of my previously issued Forms I-20 with work authorization. I attempted to find the forms but was unable to locate copies for this application. Below is a description of the missing forms I-20:

I attended *[insert name of school]* for a *[insert degree level or program type]* from *[insert dates attended]* and received *[CPT or OPT]* work authorization from *[enter dates]*.

Sincerely,

[Your Signature]

Printed Name