Congratulations on your acceptance to UMBC! To request an I-20, please follow the steps outlined on this page. If you have any questions, please contact the IES Office at ies@umbc.edu
Step 1:
Log in to the IES Portal Homepage using your myUMBC username and password.
The IES Homepage looks like this:
Step 2:
Click the “Search Forms” button
Step 3:  
On the forms page, select “New F-1 Student Request”
Step 4:
Select “Fall, 2019” as your term and click “Create”
Step 5:
Review the “Instructions” section for required documents to submit

: Record Page (Pre-Decision)

Instructions:
Please review and click on all sections of this page to confirm if each is applicable to you, and complete the following steps:

1. Upload all the necessary documents:
   - Financial Documentation, showing financial support that exceeds the yearly cost of your academic program (see Financial Requirements).
   - If you have been offered a Graduate Assistantship (GA), please upload your offer letter/contract from the UMBC academic department as your Financial Documentation.
   - Financial Support Letter (optional), if parent, family, or other funds will support your studies at UMBC.
   - Passport, photo/biographical information page

2. Once complete, please click the Submit button at the top of this page to have this record reviewed.

Notes: If you are transferring from another U.S. institution to UMBC, your SEVIS Transfer In recommendation must be requested from your current DSO before our office can review your request.

Attached Documents
The following files have been attached. Click the filename to download the attached document.
Step 6: Upload required documents in the “Attached Documents” section
Step 7: Complete “Dependent Request” and “Student: Immigration Information” in the “Questionnaires” section.
Step 7a:
Complete “Dependent Request” and “Student: Immigration Information” in the “Questionnaires” section
Step 7b:
Complete “Dependent Request” and “Student: Immigration Information” in the “Questionnaires” section.
Step 8:
**F-1 transfer students ONLY.** If you are already in the U.S. on an F-1 Visa, complete the “Recommendations” section.
Step 9:
Once you have completed each section. Click “Submit” at the top of the page. Please allow 2-3 business days for processing and to receive a draft I-20 for your review.
When you’ve completed all steps and clicked “Submit”, you’ll be taken back to the homepage: