

Lost or Stolen Immigration Documents

If your immigration documents are lost or stolen you need to renew all of your documents. If all of your documents are gone there are several things that you need to do immediately:

1. Contact International Admissions and Student Services
2. File a police report with the UTRGV Police Department (if lost in Mexico file a report with Mexican police)
3. Obtain a copy of the police report and make several copies
4. Start the process to obtain new documents
5. Do **not** leave the United States or the Valley for any reason

INSTRUCTIONS FOR REPLACING LOST OR STOLEN DOCUMENTS

1. Passport

- Contact the nearest consulate of your home country immediately to begin the passport replacement process (most countries have consulates in Houston)
- Follow their instructions on how to replace the passport; they normally will require a copy of the police report

2. Form I-20

- Fill out a "Request for a New SEVIS I-20" form in the International Admissions and Student Services

3. Form I-94

- You will need to download form I-102 from the U.S. Citizenship and Immigration Services Website: <http://www.uscis.gov/i-102>
- Bring completed form to IA & SS along with application fee (currently \$330 subject to change)
- Bring copy of police report to submit with application
- International Admissions and Student Services will submit the application to immigration
- Do not attempt to go to the border to obtain a replacement I-94; they may not allow you to re-enter the U.S. because you do not have a visa
- It may take several months to get the replacement I-94; you should not leave the Valley during this time

4. Student Visa

- You cannot obtain a new visa inside the U.S. Visas are only available at U.S. Consulates abroad
- You will need to fax a report of the stolen visa to the U.S. Consulate where you obtained your visa
- The Department of State (who administers the U.S. Consulates) might require up to a three month wait, after they receive the police report before they will accept an application for a new visa
- It's fine for you to be in the U.S. and not have a visa but do not leave for any reason or you will not be permitted to re-enter; for those Mexican nationals that have laser visas do **not** attempt to use your laser visa to leave and return to the U.S.

If you are a Mexican national: In the past, the easiest way to replace your document was to leave the U.S., obtain a new visa and a new I-94 upon re-entry. You must first have a new Mexican passport in order to do this. The U.S. Consulate has informed us that at times you will need a copy of your police report to obtain a new visa to replace a lost or stolen one. Should you apply and the visa is denied you may not reenter the U.S.