



HCC ID: \_\_\_\_\_

## Deferred Attendance Request Form

If you are unable to obtain the F-1 student visa, or, for any other reason, are unable to report on time for the semester you initially applied, and wish to defer your attendance to the next available semester, you must submit a deferred attendance request in order to process a new SEVIS I-20 Form for the next term. In order to submit this request, please complete this form and mail it with all required documents to:

**Houston Community College**  
**Office of International Student Services (OISS)**  
3100 Main St. MC 1138  
Houston, Texas 77266-7517

**Student's Name:** \_\_\_\_\_  
Last First Middle

**Date of Birth** \_\_\_\_\_ **SEVIS ID#:** N \_\_\_\_\_  
MM/DD/YYYY (Located top right corner of SEVIS I-20 Form)

**I would like to defer my attendance to the semester checked below:**

Fall \_\_\_\_\_ year Spring \_\_\_\_\_ year Summer \_\_\_\_\_ year

**What is the reason for requesting the deferred attendance?**

---

**I would like to change my program:**

Initial Program \_\_\_\_\_ New Preferred Program \_\_\_\_\_

**The documents listed below must be submitted with this form before your request will be processed.**

1. \$50.00 deferment fee paid online (see link on OISS website "How to Make a Payment Online") or in the form of a money order written on a US bank, made payable to: Houston Community College.
2. SEVIS I-20 Application Form (refer to the OISS website)
3. Proof of financial support. (refer to the OISS website for detailed requirements)  
*All financial documents must be original and dated within the past six months. However, if your previous documents on record are dated within the past six month, no new documents are required.*

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (mm/dd/yyyy)