

INTERNATIONAL STUDENT PROGRAM

EXPRESS MAILING

INTERNATIONAL STUDENT PROGRAM (SSA133)
1111 FIGUEROA PLACE, WILMINGTON, CA 90744-2397 U.S.A.
CALL: (310)233-4111 EMAIL: LAHCWORLD@LAHC.EDU

LAHC will be able to send your immigration documents and admission letter via courier for INTERNATIONAL MAILING ADDRESSES. Fees will be charged to your credit card upon requesting the delivery.

Requirements:

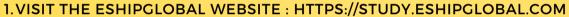
- STUDENT ID (## ### ####)
- Email Address
- Phone Number
- Mailing Address
- Valid Credit Card



PLEASE NOTE THAT REQUESTING EXPRESS MAIL WILL NOT EXPEDITE THE PROCESSING TIME FOR THE ITEM REQUESTED; EXPRESS SERVICE ONLY APPLIES TO THE DELIVERY TIME.



STEPS TO REQUEST EXPRESS MAILING



2. REGISTER/CREATE AN ACCOUNT. FOR THIS YOU WILL NEED:

A. EMAIL ADDRESS (SHIPPING INFORMATION WILL BE SENT HERE)
B. PHONE NUMBER (FOR DELIVERY).

3. ONCE YOUR ACCOUNT IS ACTIVE, YOU MUST:

A. SELECT LOS ANGELES HARBOR COLLEGE AS YOUR SCHOOL.

B. SELECT INTERNATIONAL STUDENT PROGRAM AS YOUR DEPARTMENT.

- 4. ENTER YOUR MAILING ADDRESS.
- 5. IN THE REFERENCE/COMMENTS FIELD YOU MUST SPECIFY WHAT DOCUMENT YOU ARE REQUESTING TO BE MAILED (FOR EXAMPLE, INITIAL I-20/ACCEPTANCE LETTER, USCIS MAIL, REPRINTED I-20, ETC).
- 6. REVIEW YOUR ADDRESS AND PAYMENT INFORMATION. ERRORS IN THE INFORMATION SUBMITTED WILL DELAY THE SHIPPING OF YOUR I-20
- 7. PLACE YOUR ORDER.

IF YOU HAVE QUESTIONS ABOUT HOW TO USE THIS SERVICE, PLEASE EMAIL STUDENT.SUPPORT@ESHIPGLOBAL.COM

PROCESSING TIME

- REQUESTS FOR EXPRESS MAILING WILL BE SENT OUT WITHIN 2 BUSINESS DAYS.
- CONFIRMATION EMAIL WILL BE RECEIVE ONCE YOUR DOCUMENTS ARE SHIPPED.
- TRACK YOUR DOCUMENTS THROUGH THE PORTAL WITHIN 24-48 HOURS AFTER YOUR PACKAGE IS SENT.





