# ISSS Processing Times

- Insurance hold removal: 3 business days
- Address changes: 5 business days
- Letters (enrollment, DMV, etc.): 5 business days*
- Travel signature: 5 business days*
- Document duplicate/copy request: 5 business days*
- Curricular Practical Training (CPT): 10 business days*
- Optional Practical Training (OPT): 10 business days*
- STEM Optional Practical Training: 10 business days*
- Academic Training: 10 business days*
- Reduced Courseload Requests: 10 business days*
- I-20s (for any reason): 10 business days*

These processing times are valid once all required information/documentation has been submitted.

For all of the above processes with an asterisk, you will receive an e-mail when the procedure has been completed or something is available for pick-up.

No processing can be done if you have a hold that prevents registration.

During busier times of the year (first three weeks and last three weeks of fall, spring and summer semesters), processing can take longer.