How to: E-Form

Immigration Services is now PAPERLESS! The new system is called i-Start.

Please use this Step-by-Step guide to learn how to use i-Start and the E-forms for all your future requests.

1. Visit the [Requests and E-Forms](#) page under International Student and Scholar Office. It might be a good idea to bookmark this as an important landing page.

2. Locate the request you wish to submit. All requests expand to show a detailed description of the appropriate time to make the request.

3. Click the "click here" hyperlink to be directed directly to the form you are looking for.
4. You will see a login screen. Please use your UMB WISER log in credentials including @umb.edu. The password is also the same as WISER. Choose “Boston” as the campus.

5. Fill in all required parts of the form and upload required documents.
6. Hit “submit” when you have completed all required fields. Some forms require an approval by your academic advisor. Please put their information in and they will receive an email automatically upon your submission to approve your request. Your request will not be sent to an immigration advisor without the approval of your advisor if it is required.

7. You will receive an email confirming submission.

8. Within 5 business days you will receive notice from an advisor of approval or in the case of denial, what you should do next.