

Mailing Instructions

The Office of Admissions at the PrattMWP College of Art and Design uses eShipGlobal to ship all documents to and from the university. Please follow the instructions provided below to quickly and easily create your eShipGlobal account and request your I-20 from the Office of Admissions.

How to Request Your I-20

1. Register for an eShipGlobal (“UEMS”) account [here](https://study.eshipglobal.com/register/) (<https://study.eshipglobal.com/register/>). Enter your information and shipping address, then click “Register”
2. Click the activation link sent to you via email, then login to your account [here](https://study.eshipglobal.com/slogin.asp) (<https://study.eshipglobal.com/slogin.asp>) [or go to www.study.eShipGlobal.com, click “Student/Scholar Login” (located in the top, right-hand corner of your screen)].
3. Click the “I-20” icon
4. Type “PrattMWP College of Art and Design” into the “University Search” box
5. Select “Admissions” from the list of departments provided, then click “Continue”
6. Select the carrier and shipping method preferred, then click “Continue”
7. Select the payment method (for ex. “Credit/Debit Card”, “Wire Transfer” or “PayPal”), enter payment information, then click “Confirm Payment”

Your shipment has been created, and a notification and shipment information will automatically be sent to PrattMWP’s Admission’s office once your payment is processed.

Your “Shipment Summary” (or order details) will also automatically be sent to the email address that you provided. You will also automatically receive a status update notification (via email) once your shipment is “in transit” (meaning that the carrier has picked up your shipment from the university, and your shipment is now in transit).

Have Questions? or Need Help?

Please contact eShipGlobal Student Support directly regarding any/all questions, or for any assistance.

eShipGlobal Student Support Representatives are available Monday through Friday, from 8:00 a.m. to 6:00 p.m. (CST) via email, phone, or live chat.

- studentsupport@eshipglobal.com
- 800-816-1615 [or 972-518-1775 (for calls within the US or Canada); 001-972-518-1775 (for International callers)]
- or [chat live](#) with a representative online - (to chat with a representative, [login](#) to your eShipGlobal account and click the blue tab labeled “Online”, located at the bottom right-hand corner of your screen)
- You may also refer to eShipGlobal’s [FAQ](#) page for a list of “Frequently Asked Questions” and answers