



Office of Equal Employment Opportunities

University of Puerto Rico, Mayagüez Campus
P.O. Box 9000 Mayagüez, PR 00681-9000
Telephone: (787) 832-4040 Extension: 5417, 2415 Fax: (787) 265-5418



AUTHORIZATION FOR PAYMENT METHOD

(Please complete using handwriting)

INSTRUCTIONS: Complete the information in **Part A** and the information that applies according to your selection. As soon as you fill out this form, please return it to our office along with the evidence of economic support for the I-20 certificate of eligibility.

PART A: APPLICANT INFORMATION

NAME and LAST NAME : _____ PROGRAM OF STUDY: _____

E-MAIL: _____

PHYSICAL ADDRESS _____

PART B: PAYMENT METHOD (PLEASE SELECT ONE)

1. CREDIT CARD: INFORMATION OF THE CREDIT CARD HOLDER (only for FEDEX express mail service)

NAME and LAST NAME: _____

POSTAL ADDRESS: _____

E-MAIL: _____ PHONE NUMBER: _____

TYPE OF CARD : ____ VISA ____ MASTER CARD EXPIRATION DATE: MONTH _____ YEAR _____

CARD NUMBER: _____

RESPONSIBILITY DISCLAIMER: I relieve the University of Puerto Rico and the Office of Equal Employment Opportunities at Mayagüez Campus of all responsibility for the abuse and fraudulent use of the credit card number provided in this document if such occurs as the result of the loss of correspondence, e-mail and/or before reaching its destination. **AUTHORIZATION:** By this, I authorize the FEDEX express mail service to charge the quantity indicated to my credit card for sending the admission documents to the person described in PART A. It is my responsibility to make sure that sufficient funds are available at the time that the company does this transaction. I also declare that I have read the Responsibility Disclaimer above.

SIGNATURE (Preferable in blue ink)

DATE

2. CONTACT PERSON IN UPRM – PUERTO RICO (this person will bring a Money Order to the Office of Equal Employment Opportunities)

CONTACT PERSON NAME and LAST NAME : _____

E-MAIL: _____

PHONE NUMBER: _____

3. TRANSPORT COLLECT- DHL EXPRESS DELIVERY (ADVANCE PAYMENT IN YOUR COUNTRY)

When the packet is ready for mailing you will contact the DHL Local Office in your country. In that office you will obtain an account, also you will give them our correct physical address. Then you will send us an email (egraduados.uprm@upr.edu) with the evidence of the transaction (scanned). With this information, we will then be in position to give the package to the DHL representative for the delivery service.

(MA/Rev. MAY 2013)

FOR OFFICIAL USE – OFFICE OF EQUAL EMPLOYMENT OPPORTUNITIES: US \$ _____ CONFIRMATION NUMBER: _____