**Center for Global Engagement**

**INTERNATIONAL STUDENT SERVICES FINANCIAL FORM**

NOW THAT YOU ARE PLANNING TO BE A D’YOUVILLE STUDENT,

THERE ARE TWO THINGS YOU SHOULD **NOT** DO!

1. **DO NOT ENTER THE UNITED STATES WITH A B-1, B-2 OR A B-1/2 VISA!**

* If you use a B visa to enter the U.S., you are saying “I’m here as a visitor” only. Since you contacted our school about study, this would be viewed as a “fraudulent entry” and you could be refused permission! B visitors are prohibited by U.S. law from pursuing a course of study prior to obtaining a change of status to F-1 student status.

**IF YOUR STUDY PLANS ARE NOT CERTAIN AND YOU WANT TO ENTER THE U.S. TO VISIT SCHOOLS**, you must explain this on your visa application and ask the visa officer for a B-2 visa with the words “Prospective student” noted on it or have the words added to your B visa if you already have one.

1. **DO NOT ENTER THE U.S. WITHOUT A VISA**

*(Unless you are Canadian Citizen)*

* If you are from a country from which you can enter the U.S. as a visitor by showing a round trip airline ticket, do not do this. If you enter without a visa, you will be permitted to stay for only 90 days. You will not be given more time or allowed to change to student status.

# **WHAT IS A FORM I-20?**

Form I-20 is a form that tells the U.S. government that you are eligible for F-1 Student Status. It certifies the following:

1. You are or expect to be a “bona fide” student.
2. You meet our admissions requirements.
3. You will pursue a full course of study.
4. You have proved to us that you have enough money to study and live in the U.S. without working illegally or suffering from poverty.

You need a Form I-20 to obtain an F-1 student visa or status, or to keep lawful F-1 status when transferring or changing schools within the U.S.

Canadian citizens DO NOT require a visa and will process their I-20 at a land border. Canadian permanent residents DO require an F-1 visa and must make an appointment at a US Embassy or Consulate.

**DOES EVERYBODY NEED AN I-20?**

**NO, some international students do not need I-20’s.**

* + If you are maintaining another nonimmigrant status in the U.S., you do not need to have an I-20 and may attend school full- or part-time. Please check with International Student Services and the Center for Global Engagement.
  + Dependent children in E, H, I, J, L, M, N, O, P, R or S status need to change status after their 21st birthday or if they marry.
  + B Visitors and F-2 dependents must obtain an I-20 and apply for a change of status to F-1 student in order to pursue a course of study that is not avocational or recreational in nature.

**RULES FOR RECEIVING YOUR FORM I-20**

1. **YOU MUST BE A “BONA FIDE” STUDENT, ACCEPTED TO A FULL-TIME PROGRAM OF STUDY**. Please note that Canadian citizens are allowed to study on a part-time basis. More information is included on the website.
2. **YOU MUST PROVE TO US THAT YOU CAN SUPPORT THE COSTS OF LIVING AND STUDYING IN THE U.S.** FOR EVERY YEAR OF YOUR PROGRAM OF STUDY. This is required by US law.

DO NOT EXPECT TO WORK IN THE U.S. TO HELP MEET YOUR ANNUAL COSTS! On-campus employment is limited and competitive; off-campus employment is strictly controlled by US Citizenship and Immigration Services.

Carefully review D’Youville University’s **“ESTIMATED ANNUAL FINANCIAL REQUIREMENTS FOR INTERNATIONAL STUDENTS”** to figure out your annual costs. This is the amount that you must prove that you can support for every academic year in your program of study. *(Estimate a minimum of two years for a master’s degree; four for a bachelor’s degree; five for a doctorate.)*

# **Sources of Financial Support**

**YOUR FINANCIAL SUPPORT CAN COME FROM ANY COMBINATION OF THE FOLLOWING SOURCES IN THE U.S. OR ABROAD.**

* **FUNDS FROM “SPONSORS”** (parents, relatives, friends, organizations). You may have as many sponsors as you need. Sponsors may provide you with support in the form of cash and/or room and board. A sponsor should promise only as much money as he or she is able to give you. Some sponsors believe that the more money they promise to give the easier it will be to get your I-20. THE MOST COMMON REASON FOR REJECTION OF FINANCIAL DOCUMENTS IS THAT WE DO NOT BELIEVE THE SPONSOR CAN AFFORD TO GIVE AS MUCH AS PROMISED.
* **PERSONAL FUNDS** that come from your own resources, not those of your relatives. Unless you have enough cash to support yourself for your entire program of study or can prove other sources of personal income, you will need a sponsor with an income sufficient to support you.
* **FUNDS FROM THIS SCHOOL** such as, a scholarship, assistantship, or fellowship. Not all institutional support covers the entire program of study or all expenses, so you may need additional support to meet your minimum annual costs.

# **Documentary Evidence Requirements**

**COMPLETE THE APPLICATION FOR THE FORM I-20 (attached) AND SUBMIT IT WITH ALL THE NECESSARY EVIDENCE OF FINANCIAL CAPABILITY**

*Please note that you do not need to submit the financial forms in order to gain acceptance into the institution.*

**ALL DOCUMENTS YOU GIVE US MUST BE:**

1. Less than two months old.
2. In English.
3. We will accept photocopies or faxes. You will need the originals of all the documents you have sent us to take to the American Embassy when we send you your I-20. *Note: Canadian citizens do not apply for the visa at a US embassy. You will process your I-20 at a land border crossing such as the Peace Bridge.*
4. Sponsor Affidavits must be notarized. They must be signed by the sponsor in the presence of a notary public, the notary public must sign the form, and the official seal of the notary public must be on the affidavit. There are notary publics at all U.S. embassies and consulates. In the U.S., most neighborhood pharmacists, lawyers and accountants are notaries. There are notaries in all countries, though the names for them may be different. Notaries are officials licensed by the national or regional government to take sworn statements for courts of law or to witness contracts and property deeds.

# **Checklist to Receive the Form I-20**

Submit pages 5-7 of the application.

Submit a copy of your passport.

Submit financial documentation showing your financial capability.

If you have a sponsor, please submit the notarized “Sponsor Affidavit of Support”, along with their financial documentation.

If you have a sponsor supporting you with free room and board in the United States, please submit the notarized “Sponsor Affidavit of Free Room and Board” along with their proof of residence.

If you have a scholarship or grant, please submit a copy of the award letter.

# **2023-2024 Application for Form I-20 Certificate of Eligibility for F-1 Student Status**

## **PART I: PERSONAL INFORMATION**

**PASSPORT INDENTITY PAGE:** *Attach a copy of your passport page*

Click or tap here to enter text. Click or tap here to enter text.

**FAMILY (SURNAME) FIRST (GIVEN)**

Enter here Enter here Enter here Enter here

**FOREIGN ADDRESS: NUMBER AND STREET CITY STATE ZIP CODE COUNTRY**

Enter here Enter here Enter here Enter here

**U.S. ADDRESS: NUMBER AND STREET CITY STATE ZIP CODE**

**TELEPHONE**: Click or tap here to enter text. **EMAIL**: Click or tap here to enter text.

**DATE OF BIRTH: Month** Enter here **Day** Enter here Year Enter here

Country of Birth: Click or tap here to enter text.

**City of Birth:** Click or tap here to enter text. **GENDER** Male Female

**COUNTRY OF CITIZENSHIP** Click or tap here to enter text.

**COUNTRY OF PERMANENT RESIDENCE** Click or tap here to enter text.

**MARITAL STATUS** Unmarried  Married

*Please complete the following information about your spouse and/or child (children) only if they will come with you to the U.S. You will need to add to total costs: Spouse $6,200/year Child $4,200/year*

Enter here Enter here Enter here Enter here

1. **NAME (FAMILY, FIRST) DATE OF BIRTH COUNTRY OF BIRTH**  **RELATIONSHIP TO YOU**

Enter here Enter here Enter here Enter here

1. **NAME (FAMILY, FIRST) DATE OF BIRTH COUNTRY OF BIRTH**  **RELATIONSHIP TO YOU**

**HAVE YOU BEEN NOTIFIED OF YOUR ACCEPTANCE TO OUR SCHOOL?** Yes  No

*Please note that your Form I-20 cannot be issued until you are accepted.*

**WHILE ATTENDING D’YOUVILLE, I PLAN TO:**

Live on Campus (note: this does not reserve housing for you. You must contact residence life at [housing@dyc.edu](mailto:housing@dyc.edu).)

Live in Canada at the above address (or at the address listed below) and I will commute from Canada.

Enter here Enter here Enter here Enter here Enter here

**STREET CITY PROVINCE POSTAL CODE LOCAL TELEPHONE**

**WHAT DEGREE ARE YOU PURSUING?**  Bachelor’s  Master’s  Doctorate

**WHAT IS YOUR MAJOR?** Click or tap here to enter text.

**WHEN WILL YOU BEGIN YOUR PROGRAM?**  May (Summer)  August (Fall)  January (Spring)

**IF YOU ARE A CITIZEN OF CANADA, WILL YOU BE ATTENDING:**  Full Time  Part Time

## **PART II: IF YOU ARE ALREADY IN THE UNITED STATES, COMPLETE THIS SECTION.**

*(If not, skip this section and go to Section III)*

**WHAT IS YOUR IMMIGRATION STATUS?**

**F-1**: What is your SEVIS ID Number? Click or tap here to enter text.

*Check one of the following that indicates what your I-20 is for:*

1. Transferring/changing U.S. schools.
2. Changing educational level/program at D’Youville.
3. Reinstatement to F-1 Status

If you attended a U.S. school last term and are just home on holiday between academic terms, you are considered a “School Transfer” and need to have your record transferred to us before your Form I-20 may be issued. Please contact your international student advisor at your previous school immediately to authorize the release of your record to D’Youville.

**Another status** (Please Specify): Click or tap here to enter text.

## **PART III: HOW WOULD YOU LIKE TO RECEIVE YOUR I-20?**

By Mail (by standard mail ONLY)

Hold for Pick Up

## **PART IV: FINANCIAL SUPPORT**

Students who have been admitted to D’Youville must certify they have immediate available funds to pay one full academic year and show reasonable means to finance the balance of their program of study. Funds must be show in US currency or a currency conversion must be attached.

The minimum annual financial requirements can be found here\*\*\*

1. **ENTER YOUR MINIMUM ANNUAL FINANCIAL REQUIREMENTS** $Click or tap here to enter text.
2. **INDICATE THE SOURCE OF YOUR SUPPORT:**

Personal Funds: $ Click or tap here to enter text.

Required documentation: Bank Statement/Letter in student’s name Canadian students

who are working in Canada can also include paystub/tax return

Funds from this school: renewable every year.

Type $Click or tap here to enter text.

**Cash funds from a Sponsor: to be given to me every year.**

Sponsor’s name $Click or tap here to enter text.

*Required documentation: Affidavit of Support, Bank Statement/letter, copy of tax return/pay stub*

**Cash funds from a second Sponsor to be given to me every year.**

Sponsor’s name Click or tap here to enter text. $Click or tap here to enter text.

**Free Room and Board from a local sponsor with whom I live.**

Sponsor’s name Click or tap here to enter text. $Click or tap here to enter text.

*Required documentation: Affidavit of Support, Proof of residence*

**Another Scholarships/Assistantship**

Name Click or tap here to enter text. $Click or tap here to enter text.

**TOTAL AMOUNT AVAILABLE TO ME EVERY YEAR OF STUDY: $**Click or tap here to enter text.

*This amount must be the same or more than your Minimum annual costs.*

***I hereby certify the information provided in this application is true and accurate.***

Click or tap here to enter text.Click or tap here to enter text.

***Signature Date***

## **FINANCIAL DOCUMENT REQUIREMENTS:**

1. **Bank information must list the name(s) on the account, and it must be dated**
2. **Indicate type (checking, savings, credit line etc.)**
3. **Document current balance in U.S. funds**
4. **Must be on financial institution’s letterhead or stamped certified by the financial institution**
5. **Affidavits completed by the sponsors must be notarized**
6. **All documents must be in English**
7. **First academic year must be shown in liquid assets**
8. **Sponsors, in order to show continued support for additional years, can provide pay stubs/tax returns/employment letter**

**Financial Requirements 2021-2022**

FULL TIME TUITION/FEES/LIVING EXPENSES\*

(Based on estimated 2021-2022 tuition fee schedule: in US funds)

*\*This estimate is used for I-20 purposes only and may differ from the actual amount your bill will be from the Student Accounts Office.*

Programs below are a two-semester estimate (except PT which begins in the summer). Please check with your admissions counselor or academic department for specific program length and additional credit details.

**INTERNATIONAL STUDENTS**

**UNDERGRADUATE/GRADUATE PROGRAMS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Undergrad & 5-Year Programs**  **Nusing & PA** | **Physical Therapy**  **(summer start and 3 semester estimate)** | **Occupational Therapy** | **Nursing, Health Services Admin**  **(9 credits per semester)** | **Chiropractic** | **Ed.D Programs**  **(6 credits/semester)** | **DNP** |
| **TUITION AND FEES** |  |  |  |  |  |  |  |
| **BOOKS, PERSONAL EXPENSES, TRANSPORTATION** |  |  |  |  |  |  |  |
| **HEALTH INSURANCE (ESTIMATE)** |  |  |  |  |  |  |  |
| **ROOM & BOARD** |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |

*\*A student wishing to have his or her spouse or children accompany them as an F-2 dependent must document the following amounts for each family member per academic year of intended study: Spouse: $6,200 Child: $4,200*

**CANADIAN STUDENTS\***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **UNDERGRADUATE PROGRAMS** | | **GRADUATE PROGRAMS** | | | | | | |
|  | **Undergrad & 5-Year Programs**  **Nusing & PA** | **Advance**  **Program** | **Physical Therapy**  **(summer start and 3 semester estimate)** | **Occupational Therapy** | **Nursing, Health Services Admin**  **(9 credits per semester)** | **Chiropractic**  **MBA** | **Ed.D Programs**  **(6 credits/semester)** | **DNP** | **Pharmacy** |
| **TUITION AND FEES** |  |  |  |  |  |  |  |  |  |
| **BOOKS, PERSONAL EXPENSES, TRANSPORTATION** |  |  |  |  |  |  |  |  |  |
| **ROOM & BOARD** |  |  |  |  |  |  |  |  |  |
| **TOTAL LIVING IN U.S.** |  |  |  |  |  |  |  |  |  |
| **TOTAL FOR COMMUTERS** |  |  |  |  |  |  |  |  |  |

\*Canadian discount included

***\*If you have a scholarship, you must deduct the scholarship before you deduct the Canadian discount***

\*RN tuition waivers do not include an additional Canadian discount

\*Commuter students from Canada do not need to include the price of room and board or personal expenses. There is a book estimate included ($1,200/year)

A student wishing to have his or her spouse or children accompany them as an F-1 dependent must document the following amounts for each family member per academic year of intended study: Spouse: $6,200 Child: $4,200 – Commuter students cannot apply for this.

**CANADIAN CITIZENS ATTENTING PART-TIME\***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **UNDERGRADUATE PROGRAMS** |  | **GRADUATE PROGRAMS** |  |  |  |  |
|  | **Undergrad & 5-Year Programs**  **Nusing & PA** | **Advance**  **Program** | **HAS, Nursing**  **(6 credits)** | **HAS, Nursing**  **(3 credits)** | **Educational Leadership, Health Administration (Ed.D)** | **DNP**  **(6 credits)** | **DNP**  **(3 credits)** |
| **TUITION AND FEES** |  |  |  |  |  |  |  |
| **BOOKS (Estimate)** |  |  |  |  |  |  |  |
| **TOTAL FOR PART-TIME COMMUTERS** |  |  |  |  |  |  |  |

\*Canadian discount included

\*Commuter students from Canada do not need to include the price of room and board or personal expenses. **Part-Time Students:** Above are estimates for one semester depending on credit load. You do however have to show a full year in liquid assets and continuing support for the first year. Please double the appropriate amount.

**An F-2 I-20 will not be issued for spouses or children.**

## **SPONSOR’S AFFIDAVIT OF ANNUAL CASH SUPPORT AND PROOF OF FINANCIAL CAPABILITY**

**WHAT DOES THIS AFFIDAVIT MEAN?**

By completing this affidavit, you are swearing to the U.S. government that you will provide this student with a specific amount of money, from your own financial resources, for every year he or she is going to study at D’Youville and live in the U.S. You are also proving that you can afford the support you are promising with the documents you have attached.

**INSTRUCTIONS:**

1. Fill out the Sponsor’s Affidavit of Financial Support. Please print or type.
2. Promise to provide only the amount you intend and are capable to give the student for every year of their program of study.
3. Sign the affidavit in the presence of a notary public in the US or other licensed official in your country.
4. Attach the financial documents proving the capability of annual support. First year must be shown in liquid assets, continued financial support for the subsequent years can be shown through proof of annual income
5. Documents must be in English and less than 2 months old.

## **SPONSOR’S AFFIDAVIT OF FREE ROOM AND BOARD AND PROOF OF FINANCIAL CAPABILITY**

**WHAT DOES THIS AFFIDAVIT MEAN?**

By completing this affidavit, you are swearing to the U.S. government that this student will live with you free of any charge for room and food for every year he or she is studying and living in the U.S. (The student cannot be required to provide you with any services such as, babysitting, cleaning, etc., in exchange for the room and board, as that is employment.) You are also proving that you are the person who owns or rents the property and can afford the support you are promising with the documents you have attached.

**INSTRUCTIONS:**

1. Fill out the Sponsor’s Affidavit of Free Room and Board. Please print or type.
2. Sign the affidavit in the presence of a notary public in the US or other licensed official in your country.
3. Attach photocopy of a lease or deed in your name or photocopy of a current income tax form on which the house is reported.
4. The affidavit will be accepted only if it is clear there is enough space for the student and the location is not too far from the institution.
5. The affidavit must be in English.

## **SPONSOR’S AFFIDAVIT OF ANNUAL FINANCIAL SUPPORT**

**SPONSOR’S NAME(S):** Click or tap here to enter text.

Click or tap here to enter text. Click or tap here to enter text.

**FAMILY (SURNAME) FIRST (GIVEN)**

I hereby attest that I am willing and able to provide no less than $Click or tap here to enter text. in U.S. cash to the student named below for EVERY YEAR OF STUDY at D’Youville.

Click or tap here to enter text.

**FULL NAME OF STUDENT (FIRST, MIDDLE, FAMILY NAMES)**

My relationship to the student is: Click or tap here to enter text.

My address is: Enter here Enter here Enter here Enter here Enter here

**NUMBER AND STREET CITY STATE ZIP CODE COUNTRY**

The following persons are dependent upon me for their housing, food or financial support. (Do not list any adult members of the family who are supporting themselves. Do not include the student named above.)

**NAME RELATIONSHIP AGE**

Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.

Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.

Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.

**MANDATORY DOCUMENTARY EVIDENCE OF FINANCIAL ABILITY IS ATTACHED:**

Bank Statement or letter on letterhead from a bank or other financial institution stating the type of account, date, names appearing on the account and current balance.

Additional financial documentation you, to show ability to continue your support for future years of study

Letter from my employer on business stationary stating my annual salary

Income tax receipts and forms

Other: Click or tap here to enter text.

**You must sign below in the presence of a notary public official. The notary public must sign and put the official seal on the affidavit. Any erasures or changes must be signed by both you and the notary.**

*Continues on the next page*

**AFFIRMATION OR OATH**

I HEREBY AFFIRM OR SWEAR THAT THE INFORMATION I HAVE GIVEN ABOVE IS TRUE AND CORRECT:

Signature of Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name of Sponsor: Click or tap here to enter text.

SWORN AND SUBSCRIBED BEFORE ME THIS Click or tap here to enter text. DAY OF Click or tap here to enter text.YEAR

Signature of Notary\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*MUST BE SIGNED AND SEALED BY AN OFFICIAL NOTARY PUBLIC OR COMMISSIONER OF OATH. THEY MUST ALSO APPROPRIATELY APPLY THEIR SEAL.**

## **SPONSOR’S AFFIDAVIT OF FREE ROOM AND BOARD**

**SPONSOR’S NAME(S):** Click or tap here to enter text.

Click or tap here to enter text. Click or tap here to enter text.

**FAMILY (SURNAME) FIRST (GIVEN)**

I hereby attest that I am willing and able to provide:

Click or tap here to enter text.

**FULL NAME OF STUDENT (FIRST, MIDDLE, FAMILY NAMES)**

With a free room and meals for every year of study at D’Youville University.

My relationship to the student is: Click or tap here to enter text.

Address of room or apartment offered to student:

Enter here Enter here Enter here Enter here Enter here Enter here

**NUMBER AND STREET APT NUMBER CITY STATE ZIP CODE COUNTRY**

How many rooms are in the house or apartment? Click or tap here to enter text.

How much space will be reserved for the exclusive use of the student? Click or tap here to enter text.

Does the sponsor live at the address listed above? Click or tap here to enter text.

Does the sponsor own or rent the property?  **Own  Rent**

**Attach a photocopy of a deed or lease in your name, or a photocopy of income tax forms in which the residence is reported.**

**You must sign below in the presence of a notary public official. The notary public must sign and put the official seal on the affidavit. Any erasures or changes must be signed by both you and the notary.**

**AFFIRMATION OR OATH**

I HEREBY AFFIRM OR SWEAR THAT THE INFORMATION I HAVE GIVEN ABOVE IS TRUE AND CORRECT:

Signature of Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name of Sponsor: Click or tap here to enter text.

SWORN AND SUBSCRIBED BEFORE ME THIS Click or tap here to enter text. DAY OF Click or tap here to enter text.YEAR

Signature of Notary\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*MUST BE SIGNED AND SEALED BY AN OFFICIAL NOTARY PUBLIC OR COMMISSIONER OF OATH. THEY MUST ALSO APPROPRIATELY APPLY THEIR SEAL.**