

Application for a Form I-20



A Form I-20 is a government document on which the College of Saint Elizabeth certifies to the U.S. government that you are eligible for F-1 student status.

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

How to Get a Form I-20

1. Use the "Cost Estimator" worksheet to figure out the annual cost to attend the College of Saint Elizabeth.
2. You should budget at least 10% more than the annual cost. You should also expect an annual 5% increase in tuition and cost of living.
3. U.S. law requires that you prove that you can support your estimated annual costs for EVERY YEAR of your program of study. (A bachelor's degree requires 4 years of full time study and a master's degree requires from 2 to 3 years of study.) In order to do this you must show that you have:
 - Cash to cover your first year in the United States
 - Sufficient and dependable financial resources to cover every additional year.
4. Below are the ways in which you may financially support your education. Your financial support can come from ANY COMBINATION of the sources explained below.
 - **Personal Funds** - these funds come **ONLY** from your own income and resources. These are NOT funds given to you by another person.
 - **Funds from the College of Saint Elizabeth** - such as scholarships or tuition discounts.
 - **Funds from Sponsors** - sponsors can be anyone, such as your parents, other relatives, friends, or an organization. You may have as many sponsors as you need. **It is highly recommended that at least part of your financial support come from your home country.** Otherwise, obtaining a visa may prove difficult. A sponsor should promise **ONLY** as much money as he or she is able to give you. A sponsor may provide you with support in the form of cash and/or free room and board. Free room and board is when you live with someone and don't have to pay or work for your housing or food.
5. You must provide us with documentation to prove that you have enough financial support. All documents **MUST** be current and in English. Please send us **originals** of all documents whenever possible. (In some cases, faxes or photocopies may be acceptable.) The following is a list of the appropriate documents to send. Send some or all of these, whatever is appropriate.
 - **Personal Funds**
 1. **Bank Statements** - These must be in your name only, and must state the date that the account was opened, the current balance in U.S. dollars, average deposits and average balances.
 2. **Employment Letter certifying your salary** - This applies only if you will be in the U.S. on authorized employment or will continue to be paid by your home country employer while you are a student.
 3. **Statement of liquid investments**
 - **Funds from the College of Saint Elizabeth** - If you have been informed that you are eligible for a scholarship or tuition discount from the College of Saint Elizabeth, enter the amount for which you are eligible. *We must have a copy of this award letter on file.*

Office of International and Multicultural Affairs

Phone: 973-290-4227

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- **Funds from Sponsors** - Each sponsor providing cash support must give us ALL the following documents to prove financial responsibility.
 1. **Affidavit of Annual Financial Support** - This form may be photocopied for each sponsor. All questions must be answered. Affidavits must be signed by the sponsor in the presence of a notary public. A notary is an official licensed by the national or regional government to take sworn statements for courts of law, or to witness contracts and property deeds.
 2. **Proof of Income** - This must be on the employer's letterhead, on income tax returns or receipts, or estimated by a bank or private accountant for a sponsor who is a selfemployed businessperson. You must provide an official statement of the salary paid to the owner/sponsor.
 3. **Bank Statements** - These must be in the sponsor's name only, and must state the date the account was opened, the current balance in U.S. dollars, the average deposits and the average balances.

- **Free Room and Board from a Sponsor** - A sponsor who is providing you with free room and board must provide ALL of the following evidence of financial ability.
 1. Affidavit of free room and board, fully completed and signed in the presence of a notary public.
 2. Photocopy of lease, deed, or rent receipts in sponsor's name.
 3. Proof of income - This must be on an employer's letterhead. Examples include: income tax returns or receipts, copies of at least 3 recent paystubs or an estimate by a bank or private accountant if the sponsor is a self-employed businessperson.

If you have any questions, you may contact our Director of International and Multicultural Affairs. Their contact information is listed at the bottom of each page of this application.

Otherwise, you may complete the application for a Form I-20 on the following pages.

Part I: Personal Information (please print clearly)

Last Name (Family Name): _____

Given Name (First Name): _____

Date of Birth: Month _____ Day _____ Year _____ **Male** **Female**

Country of Birth: _____ **Country of Citizenship** _____

Telephone: (____) _____ - _____ **Fax** (____) _____ - _____ **Email:** _____ @ _____

Mailing Address: Your I-20 will be mailed to you at the address you indicate below. Please print your name and address in ENGLISH, EXACTLY as it should appear on the envelope.

Permanent Address (if different than above): U.S. Immigration requires the address of the actual place that you live in. A post office box will *not* be sufficient.

Unmarried **Married**

If your spouse or children will be in the United States while you are a student, please provide us with the following information:

| Name (family, given) | Date of birth | Country of birth | Relationship to you |
|----------------------|---------------|------------------|---------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| Name (family, given) | Date of birth | Country of birth | Relationship to you |
|----------------------|---------------|------------------|---------------------|
| _____ | _____ | _____ | _____ |

Have you been notified of your acceptance by the College of Saint Elizabeth? Yes No

If not, have you applied for acceptance? Yes No

Note: Your Form I-20 cannot be issued until you are accepted.

If you are in the United States now, please complete this section. If not, go to Part II on the next page.

What is your U.S. Immigration Admission Number? _____

What is your Immigration Status? You may be able to attend CSE regardless of your status.

F-1: U.S. Immigration requires that you complete a school transfer procedure before the semester begins. Separate instructions will be sent to you, or are available on our website.

What is the name of the school you last attended? _____

What is your SEVIS number? _____

Another status: Which one? _____ Before we issue your Form I-20, we want to advise you. Please make an appointment to see the international student adviser.

Part II: Financial Documentation

What level of education will you be pursuing? _____
Bachelor's, Master's, or other (please specify)

If known, what will your major be? _____

What is your minimum annual cost? _____

*** Use the "Cost Estimator" which is inserted in this application to calculate your annual costs.*

How will you support yourself for every year of your program of study?

Please check off your means of support below and indicate how much money will be available to you every year. Remember that you may support yourself from ANY COMBINATION of the sources.

TYPE OF SUPPORT

AMOUNT

Personal Funds

Funds from the College of Saint Elizabeth (*if known*)

Cash funds from a sponsor (*you may have more than one*)

Sponsor's name _____

Sponsor's name _____

Sponsor's name _____

Sponsor's name _____

Free room and board provided by a sponsor
(*enter cash value*)

Total amount available to me every year of study

This amount must be the same as, or more than, your minimum annual costs.

You must provide us with documentation to prove that you have enough financial support. All documents MUST be current and in English. They should also be originals, in most circumstances. Please refer to the list of appropriate documents.

Applicant's Certification

I hereby certify that all information supplied by me in this application is accurate and complete.

Signature of Applicant

Date of Application