

# D'YOUVILLE

## INTERNATIONAL STUDENT SERVICES CENTER FOR GLOBAL ENGAGEMENT

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### NOW THAT YOU ARE PLANNING TO BE A D'YOUVILLE STUDENT... THERE ARE TWO THINGS YOU SHOULD **NOT** DO!

- **DO NOT ENTER THE U.S. WITH A B-1, B-2, OR 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.

- **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’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.

# 2020-2021 Application for Form I-20 Certificate of Eligibility for F-1 Student Status

## PART I: PERSONAL INFORMATION

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

FAMILY (SURNAME) \_\_\_\_\_ FIRST (GIVEN) \_\_\_\_\_

FOREIGN ADDRESS \_\_\_\_\_  
NUMBER AND STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

U.S. ADDRESS \_\_\_\_\_  
NUMBER AND STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF BIRTH Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_ Country of Birth \_\_\_\_\_

City of Birth \_\_\_\_\_ GENDER Male  Female

COUNTRY OF CITIZENSHIP \_\_\_\_\_

COUNTRY OF PERMANENT RESIDENCE \_\_\_\_\_

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

NAME (FAMILY, FIRST) \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ COUNTRY OF BIRTH \_\_\_\_\_ RELATIONSHIP TO YOU \_\_\_\_\_

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.

STREET \_\_\_\_\_ CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_ LOCAL TELEPHONE \_\_\_\_\_

WHAT DEGREE ARE YOU PURSUING?       Bachelor's     Master's     Doctorate

WHAT IS YOUR MAJOR? \_\_\_\_\_

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 then go onto Part III)

WHAT IS YOUR IMMIGRATION STATUS?

**F-1** What is your SEVIS ID Number? \_\_\_\_\_

Circle 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): \_\_\_\_\_

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

**By Mail** (by standard mail ONLY)

**Hold for Pick Up**

\*Please note that Canadian teacher education students will receive their I-20 at the registration session if all documents have been successfully submitted ahead of time.

## 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.

1. ENTER YOUR MINIMUM ANNUAL FINANCIAL REQUIREMENTS (PAGES 6 & 7)      \$ \_\_\_\_\_

2. INDICATE THE SOURCE OF YOUR SUPPORT:

**Personal Funds:**      \$ \_\_\_\_\_

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 \_\_\_\_\_ \$ \_\_\_\_\_

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

Sponsor's name \_\_\_\_\_ \$ \_\_\_\_\_

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 \_\_\_\_\_ \$ \_\_\_\_\_

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

Sponsor's name \_\_\_\_\_ \$ \_\_\_\_\_

Required documentation: Affidavit of Support, Proof of residence

Another Scholarships/Assistantship

Name \_\_\_\_\_ \$ \_\_\_\_\_

**Total amount available to me every year of study  
This amount must be the same or more than your  
Minimum annual costs.**

\$ _____
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I hereby certify the information provided in this application is true and accurate.

\_\_\_\_\_  
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 2020-2021

### FULL TIME TUITION/FEEES/LIVING EXPENSES\*

(Based on *estimated* 2020-2021 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 & Chiro Undergrad Nursing & PA	Physical Therapy (summer start and 3 semester estimate)	Occupational Therapy	Nursing, International Business, Health Services Admin., (9 credits per semester)	Chiropractic	Ed.D Programs (6 credits/semester)	Pharmacy	DNP
TUITION AND FEES	\$29,206 \$29,412	\$41,511	\$31,890	\$19,542	\$29,206	\$14,304	\$38,042	\$21,036
BOOKS, PERSONAL EXPENSES, TRANSPORTATION	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800
HEALTH INSURANCE (ESTIMATE)	\$2,621	\$2,621	\$2,621	\$2,621	\$2,621	\$2,621	\$2,621	\$2,621
ROOM & BOARD	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500
<b>TOTAL</b>	<b>\$44,927</b> <b>\$45,333</b>	<b>\$57,432</b>	<b>\$47,811</b>	<b>\$35,463</b>	<b>\$45,127</b>	<b>\$30,225</b>	<b>\$53,963</b>	<b>\$36,957</b>

\*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						
	Undergraduate Programs & Chiropractic Undergraduate Nursing and PA	Advance Program	Physical Therapy (summer start & 3 semester estimate)	Occupational Therapy	Nursing, International Business, Health Services	MBA	Educational Leadership, Health Admin (Ed.D) (full-time 6 credits)	DNP 9 credit semester	Pharmacy
TUITION & FEES	\$23,408 \$26,572	\$12,732	\$33,484	\$25,716	\$15,837	\$11,964	\$11,792	\$17,177	\$30,677
BOOKS/ESTIMATED PERSONAL EXPENSES	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800
ROOM AND BOARD	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500
TOTAL LIVING IN U.S.	\$36,708 \$39,872	\$26,032	\$46,784	\$39,016	\$29,137	\$25,264	\$25,092	\$30,477	\$43,977
TOTAL FOR COMMUTERS	\$24,608 \$27,772	\$13,932	\$34,684	\$26,916	\$17,037	\$13,164	\$12,992	\$18,377	\$31,877

\*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 ATTENDING PART-TIME\***

	UNDERGRADUATE PROGRAMS		GRADUATE PROGRAMS				
	Undergraduate (6 credits per semester) Undergraduate Nursing & PA	Advance Program (6 credits)	IB, HAS, Nursing (6 credits)	IB, HAS, Nursing (3 credits)	Educational Leadership, Health Administration (Ed.D) (3 credits)	DNP (6 credits)	DNP (3 credits)
TUITION & FEES	\$4,688 \$4,498	\$2,436	\$5432	\$2,962	\$3,185	\$5,878	\$3,185
BOOKS ESTIMATE	\$600	\$600	\$600	\$600	\$600	\$600	\$600
TOTAL FOR PART-TIME COMMUTERS	\$5,288 \$5,098	\$3,036	\$6032	\$3,562	\$3,785	\$6,478	\$3,785

\*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.

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## 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 FREE ROOM AND BOARD

SPONSOR'S NAME(S): (print or type)

\_\_\_\_\_  
FAMILY (SURNAME)

\_\_\_\_\_  
FIRST (GIVEN)

I hereby certify that I am willing and able to provide

\_\_\_\_\_  
FULL NAME OF STUDENT (FIRST, MIDDLE, FAMILY NAMES)

With a free room and all meals for every year of study at D'Youville.

My relationship to the student is \_\_\_\_\_

Address of room or apartment offered to student:

\_\_\_\_\_  
NUMBER AND STREET

\_\_\_\_\_  
APARTMENT NUMBER

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP CODE

How many rooms are in the house or apartment? \_\_\_\_\_

How much space will be reserved for the exclusive use of the student? \_\_\_\_\_

Does the sponsor live at the address listed above? \_\_\_\_\_

Does the sponsor **own** or **rent** the property? (Circle one please)

**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 \_\_\_\_\_

SWORN AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 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 ANNUAL FINANCIAL SUPPORT

SPONSOR'S NAME(S): (print or type)

\_\_\_\_\_  
FAMILY (SURNAME)

\_\_\_\_\_  
FIRST (GIVEN)

I hereby attest that I am willing and able to provide no less than \$ \_\_\_\_\_ in U.S. cash to the student named below for EVERY YEAR OF STUDY at D'Youville.

\_\_\_\_\_  
FULL NAME OF STUDENT (FIRST, MIDDLE, FAMILY NAMES)

My relationship to the student is \_\_\_\_\_

My address is \_\_\_\_\_  
NUMBER AND STREET APARTMENT NUMBER

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP CODE

**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
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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: \_\_\_\_\_

**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 \_\_\_\_\_

SWORN AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 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.