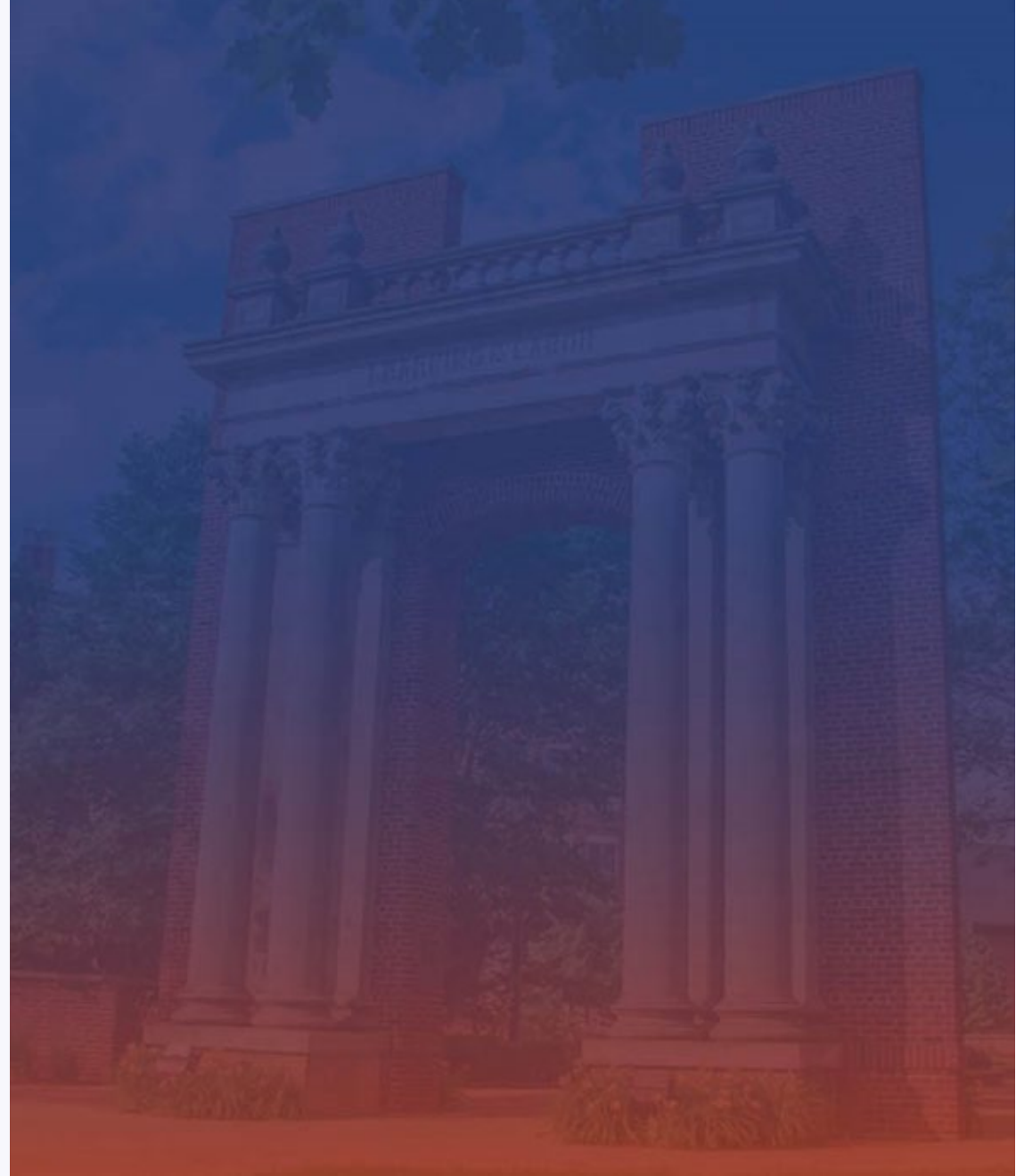# Workshop Agenda

- Introduction to SEVIS and International Student Visas
- Funding Requirements
- SEVIS Evaluation is Complete
- Post I-20 Steps

What is SEVIS?

➢Student and Exchange Visitor Information System

➢Federal electronic database that houses immigration information for international students

➢Access is restricted to authorized users:

   ➢Designated School Official (DSO)

   ➢Alternate Responsible Officer (ARO)

What is an I-20? DS-2019?

➢An I-20 or DS-2019 is a paper document issued to international students seeking to enter the U.S. to study with a student status.

➢The issuing of the I-20/DS-2019 creates the student's online SEVIS record & ID.

➢These documents are referred to as visa eligibility documents and allow for students to apply for student entry visas (F or J visas).

➢Types of Visa Eligibility Documents

➢Initial – Does not have a current SEVIS record

➢Transfer – Coming from another U.S. institution

➢Change of Level – Current UIUC student with an active SEVIS record

➢Change of Status – Changing visa status within the U.S. (not traveling abroad/home)

What is a visa?

➤ Student Visas permit the students to enter the US

   ➤ F-1 Student Visa (F-2 Dependent) – I-20

      ➤ Most common one you will see

   ➤ J-1 Student Visa (J-2 Dependent) – DS-2019

   ➤ Initials and Change of Status will probably need to apply for a visa

   ➤ Transfers and Change of Levels do not require a new visa to remain in the US

➤ Other Common Visa Types

   ➤ J-1 Scholar Visa

   ➤ H-1 Work Visa (H-4 Dependent)

   ➤ B-1 Business/B-2 Tourist Visa (not allowed to study)

Application: Residency Information

Visa Eligibility Documents

Please indicate the visa eligibility document you are requesting:

- ● I-20 (F-1)
- ○ DS-2019 (J-1)
- ○ None (I am applying to an online program and will not enter the United States)
- ○ None (I have applied for US Permanent Residence or Asylee Status in the US)
- ○ None (I have been granted Asylee status in the US)
- ○ None (I have been granted Paroled in Public Interest status in the US)
- ○ None (I have been granted Refugee status in the US)
- ○ None (I plan to remain on my current visa)
- ○ None (My DS-2019 will be issued by another organization)

Please indicate the type of I-20 / DS-2019 that best applies to you. Descriptions of each type can be found below.

- ● Initial
- ○ Change of Level
- ○ Transfer
- ○ Change of Status

Initial documents are appropriate for students arriving in the US from outside the country for purposes of attending Illinois.

Change of Level documents are appropriate for current Illinois students changing from an undergraduate program to a graduate program.

Transfer documents are for students currently attending or are on practical training at another institution in the US and will not have had longer than a 5 month break between enrollment/training.

Change of Status documents are appropriate for students currently in the US on a non-student visa wishing to change status to an F-1 student visa.

Are you requesting any dependent I-20s / DS-2019s?

- ○ Yes
- ○ No

Number of Dependents:

[⌄]

Residency Information

The information listed below will appear on your I-20 or DS-2019. Please ensure this information is correct before submitting your application.

Country of Legal Permanent Residence

[⌄]

Birth City

[   ]

Birth Country

[⌄]

I-20 / DS-2019 Documentation Uploads

Passports and proof of funding documentation are required for all students requesting an I-20 or DS-2019. **If you do not have a passport or proof of funding documentation available, you may provide this at a later time.**

- If you will be sponsored by a family member or friend, please upload a Declaration and Certification of Finance form and bank statement.
- If you will be sponsored by an organization, employer, or government agency, please upload a copy of your sponsorship letter.
- If you will be self-funded, please upload a copy of your bank statement.

We will also require copies of your dependent's passports in the dependent sections below. Again, these can be provided at a later time, but will be required before an I-20 or DS-2019 can be issued.

Please upload a copy of your passport.
[Choose File] No file chosen

Please upload your proof of funding documentation.
[Choose File] No file chosen

Financial Evaluations

Financial Evaluation Basics

➢Who is required to provide proof of funding?

   ➢Any international applicant or re-entry requesting either an I-20 or DS-2019

➢Why is proof of funding required?

   ➢Federal regulations require that prospective students provide proof that they have the financial resources to live and study in the United States.

➢What documentation must be provided as proof of funding?

   ➢F-1 applicants must verify proof of liquid funds for the total cost of the *first year of study* by submitting bank statements and/or sponsorship documentation as appropriate.

   ➢J-1 applicants must verify proof of funding for the *full length and cost of the program*.

      ➢51% or more of J-1 applicants' funding must be from government, organization or department funding. These sponsors must verify they will cover costs for the full length of the program.

Funding Documentation

➢All documents must be in English or a certified English translation and issued less than one year before the Graduate College receives admission referral

➢Bank statements must list bank name, the account holder's name, and show actual current balance for liquid funds

➢Declaration of Finance Forms and Letters of Sponsorship from individuals must include the sponsor's printed name and physical signature

➢Letters of Sponsorship from organizations must be on the organization's letterhead and include an official signature, stamp or seal

➢Solvency and/or capability statements are not acceptable

➢Statements from accounting or financial advising firms are not acceptable

Converting Funds

➢ Documents are not required to be in USD

➢ We will convert at rate of day reviewed: xe.com or oanda.com

Funding Accounts

Acceptable	Unacceptable
Liquid Funds	**Non-Liquid Funds**
➢Checking, savings, cash reserve, deposit/time deposit accounts	➢Lines of credit
➢Post office funds	➢Proof of employment or paystubs
➢Accounts tied to the prime rate (Money Market)	➢Investment accounts, securities, mutual funds, stocks, bonds
➢CDs, Installment CDs, Installment Savings	➢General trust funds
➢Trust Funds (discretionary funds only), Provident Funds (current withdrawable amount)	➢Insurance premiums/policies
➢Pensions (only when statement included that they are allowed to withdraw without penalty)	➢Land/car titles
➢Student loans	

Declaration & Certification of Finances Form

Page 1

I — University of Illinois

Graduate College
UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

Declaration & Certification of Finances for I-20 / DS-2019 Application

PROOF OF FUNDING REQUIREMENTS

In order for the Certificate of Visa Eligibility (Form I-20 or DS-2019) to be issued, it is necessary to submit complete and accurate information regarding your sources of financial support. The University of Illinois at Urbana-Champaign requires this information in compliance with regulations set forth by the U.S. Citizenship and Immigration Services (USCIS) for all students planning to enter the United States under its auspices. All documents must be in English or accompanied with an official English translation. All documents must be uploaded into the online application.

Please review the proof of funding documentation requirements at https://grad.illinois.edu/admissions/instructions/04d.

Dependent Information: Married students who will be accompanied by spouses and/or children must certify additional financial resources to both the institution and to the U.S. embassy or consular office in order for dependent visas to be issued. The current estimated cost for accompanying dependents is as follows: for one dependent, $9,000 per year; for two dependents, $13,000 per year; and each additional dependent is $2,000 per year. Costs are calculated per 12-month period. It is also highly advisable to purchase health insurance for accompanying dependents. The current approximate rate for a spouse or child is $2,706 per year. If you are being sponsored by an agency or your employer, please ensure that the letter of sponsorship indicates agreement to cover your accompanying dependent costs as well as your own. Please note these rates are subject to change.

Contingency Fund: We strongly advise that you provide a contingency fund of $3,000 for your initial expenses and potential increases in tuition and fees. The expenses listed below and on page 2 are estimated and may increase between the time of admission and your first term of study. These expenses may also increase each year of your program. All tuition and fee rates are subject to change without notice.

Estimated Expenses for 2024 Admitted Students (for a single student)

Fall & Spring	Estimated Cost
Room and Board (12 months)	$17,464*
Other Expenses	$3,640**
Books & Supplies	$1,800
Tuition (base rate) and fees for Academic Year	$35,218***
Academic Year (2 semesters) TOTAL	**$58,122**

Summer Session (if you plan to attend, add these expenses to the total above):	Estimated Cost
Books & Supplies	$300
Tuition (base rate) and fees for Academic Year	$9,089***
Summer Session TOTAL	**$9,389**

Calendar Year (academic year plus summer session):	Estimated Cost
Total for a single student	**$67,511**

*Based on double occupancy with a moderate meal plan (view www.housing.illinois.edu for single occupancy and additional meal plan option rates)
**Other expenses include Personal/clothing/travel/Sunday evening meals.

***Tuition and Fees for base-rate programs only.

Declaration & Certification of Finances Form

Page 2

Program	Total Estimated Cost
Accountancy MAS (9 month academic program)	$64,644*
Accountancy MS (12 month academic program)	$81,911
Advertising MS	$58,926*
Agricultural and Applied Economics MAAE	$60,032*
Bioengineering MENG Programs	$63,088*
Biophysics and Quantitative Biology PhD	$73,509
Business Analytics MS	$72,764*
Business PhD**	$60,702*
Chemical and Life Sciences**	$62,932*
Policy Economics MS	$71,801
Engineering**	$65,886*
Fine and Applied Arts**	$59,272*
Financial Engineering MS	$75,462*
Finance MS	$71,696*
Information Sciences	$55,352*
Health Administration MHA	$61,122*
Health Technology MSHT	$70,491
Journalism MS	$68,519
Law JD	$74,922*
Law JSD	$77,922*
Law LLM and MSL	$73,124*
Labor and Employment Relations MHRIR	$62,322*
Management MS	$62,924*
Predictive Analytics and Risk Management MS	$61,168*
Professional Science Masters	$58,195
Public Health MPH	$61,122*
Social Work MSW	$61,066*
Speech and Hearing Science MA	$58,322*
Speech and Hearing Science AUD	$58,066*
Sustainable Urban Design MSSUD	$68,949
Sustainable Urban Management MSSUM	$53,178*
Technology Management MSTM	$80,675
Veterinary Medicine DVM	$82,906*

For a breakdown of expenses (tuition, fees, room and board, other expenses, and books and supplies) for these non-base rate programs, please view https://registrar.illinois.edu/tuition-fees/tuition-fee-rates/.

*If admitted to summer, expenses will increase to include summer tuition and fees, as well as books and supplies.

Business PHD programs include Accountancy PHD, Business Administration PHD, Finance PHD. **Chemical and Life Sciences** programs include all degrees in Biology, Biophysics & Quantitative Biology, Chemistry, Plant Biology, Neuroscience, Entomology, and Molecular & Cellular Biology. **Engineering** programs include all degrees in Aerospace Engineering, Agricultural and Biological Engineering, Bioengineering, Civil & Environmental Engineering, Computer Science, Electrical & Computer Engineering, Industrial & Enterprise Systems Engineering, Materials Science & Engineering, Mechanical Science & Engineering, Nuclear Plasma & Radiological Engineering, and Physics. **Fine & Applied Arts** programs include all degrees in Architecture, Art & Design, Dance, Landscape Architecture, Music, Theatre, and Urban & Regional Planning.

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Declaration & Certification of Finances Form

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UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

Declaration & Certification of Finances for I-20 / DS-2019 Application

STUDENT INFORMATION

UIN (If Applicable): _____   Date of Birth: ___/___/_____

Last Name (Family Name): _____

First Name: _____   Middle Name: _____

Proposed Program: _____   Term: _____

SPONSOR AFFIDAVIT OF SUPPORT

Please complete the following information and sign below if you are willing to sponsor the student (and dependents if applicable) for the _full cost_ of tuition, fees, and living expenses for the _full length_ of the program:

Sponsor 1:

    Signature of Sponsor: _____   Date: ___/___/_____
    Name of Sponsor (please print): _____
    Relationship of Sponsor to Applicant: _____
    Address of Sponsor: _____

Sponsor 2:

    Signature of Sponsor: _____   Date: ___/___/_____
    Name of Sponsor (please print): _____
    Relationship of Sponsor to Applicant: _____
    Address of Sponsor: _____

Sponsor 3:

    Signature of Sponsor: _____   Date: ___/___/_____
    Name of Sponsor (please print): _____
    Relationship of Sponsor to Applicant: _____
    Address of Sponsor: _____

If you plan to sponsor the student for less than the full cost of tuition, fees, and living expenses or for less than the full length of the program, please attach a detailed letter of sponsorship.

SIGNATURE OF APPLICANT

I certify that the above information is true and complete to the best of my knowledge. I am fully aware than any false or misleading statement may result in an automatic denial of my admission request or eventual dismissal from the University of Illinois.

Signature: _____   Date: ___/___/_____

Funding Types

Departmental Funding

➤Types:

➤Assistantships, Fellowships, Scholarships, Stand-Alone Tuition Waivers

➤Information Required:

➤All Types: Annual Stipend and Terms Included

➤Add'l Info for Assistantships: Appointment Percentage

➤J-1 Students: Need confirmation if appointment is renewable for entire length of program – We have added a Yes/No option so you no longer need to type in the comments

➤Other Types:

➤We have added a text box where you can add other funding coming from the university

2024 Tuition Waiver Amounts

➤Tuition Waivers as Part of an Assistantship or Fellowship (Base Rate Programs):

Fall/Spring Tuition Waiver: $34,200

Fall/Spring/Summer Tuition Waiver: $43,033

Costs covered include: base tuition, service fee, health service fee, health insurance add-in, AFMFA fee, library fee

➤Stand-Alone Tuition Waivers (Base Rate Programs):

Fall/Spring Tuition Waiver: $31,658

Fall/Spring/Summer Tuition Waiver: $39,385

➤Minimum Stipends:

➤To cover full cost of a base rate, Engineering or Chem/Life Sciences program for Fall/Spring admits (with no dependents), the stipend must be at least $23,922.

Organization Funding

- Types:

  - Government, University, Employer, Other Business

- Documentation Requirement:

  - Signed Letter of Sponsorship

    - Letter must be printed on the organization's letterhead with an official stamp and/or signature

    - Letters must include sponsorship details (amount and length of sponsorship)

  - Bank statements are <u>NOT</u> required for organization funding

    - However, if provided, they will be reviewed

  - Declaration of Finance forms are <u>NOT</u> accepted, we must have the Letter of Sponsorship

Personal Funding

➢The applicant will be sponsoring him/herself

➢Can use as many bank accounts as needed

➢Documentation Requirements:

   ➢Bank Statement(s):

      ➢Statements must be in English or accompanied by a certified English translation

         ➢We need to be able to confirm the account type, current balance, bank name & account holder's name

      ➢Statement must be dated within 1 year of the admission referral

      ➢Funds should be available by start of term

   ➢Declaration of Finance Form is <u>NOT</u> required for personal funds

Family and Sponsor Funding

➤ Relatives, very generous friends or if relationship is unknown

  ➤ An applicant can have as many sponsors with as many bank statements as needed to cover the total expenses

➤ Documentation Requirements:

  ➤ Bank Statement(s):

    ➤ Statements must be in English or accompanied by a certified English translation

      ➤ We need to be able to confirm the account type, current balance, bank name & account holder's name

    ➤ Statement must be dated within 1 year of the admission referral

    ➤ Funds should be available by start of term

  ➤ Declaration of Finance Form or Letter of Sponsorship

    ➤ Document must include the printed & hand-signed signature of each sponsor

      ➤ Need to be able to match the sponsor's name to the bank account holder

Evaluation Complete

SEVIS Process Incomplete Notification

➢If any required documents are missing or unacceptable, an email will be sent to the **department only** detailing what is needed:
    ➢No passport, no dependent passport, no funding documentation, no declaration of finance form, short funding, no country of citizenship address and/or other – see comments

➢The student can upload additional documents to their admissions status page and notify the department or grad@illinois.edu when available

➢Any department funding changes or new uploads, please email grad@Illinois.edu to review.

Admissions Status Page

Upload Visa Eligibility Documents

If needed, Passports and Proof of Funding documents may be uploaded below. Information about funding requirements may be found on our website.

Proof of Funding   [Choose File] No file chosen

Passport   The following files have been uploaded:
- 10/23/2023 - Passport.pdf - 1 page(s)   Preview   Delete
- Add Another

To upload dependent passports, first verify your number of dependents below:

Dependents   [1 ▾]

Dependent 1 Passport   [Choose File] No file chosen

Remember to notify your graduate program that new documents are available to review.

[Submit]

Application Materials Uploaded

Status	Material	Received Date
Received	Additional Materials	8/31/2023
Received	Academic Statement of Purpose	8/29/2023
Received	Resume	8/13/2023
Received	Passport	8/13/2023
Received	Passport	10/23/2023

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SEVIS Process Complete Notifications

➢DS-2019s have now also been approved to be delivered electronically!

➢Initial, Change of Levels or Change of Status

  ➢An email will go out to the student and department contact with a link to their status page.

  ➢This email will also include directions for next actions to take for the student.

➢Transfers

  ➢These students' email will include directions to request a SEVIS transfer with their current university's international student office.

  ➢After their SEVIS record has been transferred to UIUC, we will be able to issue the visa eligibility document. A new email with a link to their status page will go out once the document has been issued.

Admissions Status Page

➤ **Students can only view most recent I-20/DS-2019**

➤ **I-20s/DS-2019s will only be delivered electronically**

View and Print My I-20

Signed I-20

U.S. consulates and embassies are accepting printed I-20s with electronic signatures from Designated School Officials for F-1 visa interviews. Click the Signed I-20 link above to print and use for both your F-1 visa interview and when entering the U.S. We do recommend bringing a copy of the SEVP policy guidance, along with the printed copy of your electronic I-20, to your visa appointment.

Sample I-20

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: NOC_____

SURNAME/PRIMARY NAME	GIVEN NAME	**Class of Admission**
PREFERRED NAME	PASSPORT NAME	**F-1**
COUNTRY OF BIRTH NIGERIA	COUNTRY OF CITIZENSHIP NIGERIA	
CITY OF BIRTH	DATE OF BIRTH 16 JANUARY 1992	ACADEMIC AND LANGUAGE
FORM ISSUE REASON INITIAL ATTENDANCE	ADMISSION NUMBER	

SCHOOL INFORMATION

SCHOOL NAME University of Illinois University of Illinois, Urbana-Champaign	SCHOOL ADDRESS International Student and Scholar Services, 610 East John Street, Champaign, IL 61820
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Kristen Scherts Graduate Admissions Coordinator	SCHOOL CODE AND APPROVAL DATE CHI214F01070000 24 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	MAJOR 1 Advanced Legal Research/Studies, General 22.0201	MAJOR 2 None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient	EARLIEST ADMISSION DATE 12 DECEMBER 2022
START OF CLASSES 17 JANUARY 2023	PROGRAM START/END DATE 11 JANUARY 2023 - 31 DECEMBER 2023	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	$ 54,782	Personal Funds	$ 0
Living Expenses	$ 22,073	Scholarship	$ 30,000
Expenses of Dependents (0)	$	Family Funds	$ 46,855
Other	$	On-Campus Employment	$ 0
TOTAL	$ 76,855	TOTAL	$ 76,855

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X _[signature]_	DATE ISSUED	PLACE ISSUED
SIGNATURE OF: Kristen Scherts, Graduate Admissions Coordinator	04 October 2022	Champaign, IL

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X _____ _____

SIGNATURE OF: DATE

Student Next Steps

➢ Please pay your SEVIS fee online at www.fmjfee.com (I-901 fee). Remember to print the receipt to present at your visa interview.

➢ Schedule an appointment for your non-immigrant entry visa: http://www.usembassy.gov/. As you have been issued an initial I-20, you will need to follow this step even if you are currently in the US. Please bring the required documents to your visa interview as listed on the embassy website.

➢ What you will need to show at the United States Port of Entry:
  ➢ Passport
  ➢ Entry visa
  ➢ Printed I-20
  ➢ You may also be asked to show proof of your funding as listed on your I-20
  ➢ If you are a Canadian citizen, you will not require an entry visa to enter the United States.

➢ When you arrive on campus, you are required to check in with the International Student and Scholar Services (ISSS) office upon arrival and before class registration. All new international students are required by law to report for check-in with the Office of International Student and Scholar Services (ISSS). Instructions, important dates, and location can be found at: http://go.illinois.edu/Checkin.

Late Arrivals

- The Program Start Date is the deadline to arrive in the US
- We want students here by 10th day but will review additional time on a case-by-case basis
- Late arrival approvals will need to come from the department in order to update the I-20
  - If visa appointment is after PSD, then we should update I-20 before the appointment
  - If has visa, then we will need their booked US arrival date
- Ensure your student is aware of the challenges of late arrivals
  - Housing
  - Transitioning while studying and/or working
  - OPT qualifications
  - Tuition refunds if have to withdraw

FAQs

➢ **Who should I direct any I-20/visa questions to?**
  ➢ GC can assist all new and re-entry graduate students
  ➢ Current graduate students, considered current once they have checked in, can be assisted by ISSS

➢ **When will the Transfer I-20 be issued?**
  ➢ The student should choose a release date with their current university and UIUC department. We typically issue the I-20 within a couple of business days from the release date.

➢ **Changes were made to a student's I-20, will the SEVIS ID change?**
  ➢ If they paid their SEVIS fee, any updates to their current I-20 are unlikely to change the SEVIS ID.

➢ **A student's EPT requirement was removed for new test scores, will they need a new I-20?**
  ➢ Students whose admission is updated from limited status to full status will not be issued a new I-20.

➢ **Why is there a dash (-) for the student's first/given name?**
  ➢ If the student has 1 name listed on their passport, it has to be listed as the last name. Banner & Slate require a first name, so a dash will be used. The first name will be left blank on the I-20.

➢ **Do you need a copy of a new passport?**
  ➢ We will only need an updated passport if the person's name has changed or if it is for a new citizenship country.

Additional Trainings

➢ Slate 102 – November 8, 2023; 10:30-12:00

➢ Slate 103 – November 16, 2023; 9:00-10:30

➢ Registration & Enrollment 101 – November 29, 2023; 10:30-12:00

➢ Training PowerPoints can be found on your Slate homepage.

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