

WHAT VISA ELIGIBILITY DOCUMENT DOES MY STUDENT NEED?

F-1 Visa – I-20

- If your student says he needs an F-1 visa, then he will require an I-20.
- Your student says he needs a general student visa; this is an F-1 visa and he will require an I-20.
- If your student has no department funding (more than ½ of his funding is coming from personal/family funds), he will require an F-1 visa and I-20.
- Your student says he wants an I-20, but he plans to be a non-degree student for one or two semesters; he should request a DS-2019/J-1 visa.

J-1 Visa – DS-2019

- If your student says he needs a J-1 visa, then he will require a DS-2019.
- If your student says he wants to be an exchange visitor or needs an exchange visa; he will require a DS-2019.
- Your student plans to be a non-degree student for one or two semesters; then he will require a DS-2019.
- If your student says he wants a J-1 visa, but more than ½ of his funding comes from personal/family funds, he **cannot** have a J-1 Visa/DS-2019 – he **must** have an F-1 visa/I-20.
 - At least 51% of a student's funding must come from the department, the student's home government or an organization in order for him to be eligible to receive a J-1 visa.

TYPES OF FUNDING

Personal Funds

- If the student is sponsoring himself, we need a bank statement showing liquid funds for the full cost of one year of attendance.
- If the student is sponsorship himself for just a portion of the funding, we need a bank statement showing they have that amount in liquid funds.
 - For example, if they have an assistantship that covers most of the expenses, but leaves the student short \$5000, then the student must provide a bank statement showing \$5000.
- Note that J-1 students will need to show proof of funding for the entire cost of the program (or the portion that they are sponsoring themselves).

Family or other Individual Sponsor Funds

- We need a sponsorship letter or a signed Declaration of Finances form.
 - The Declaration of Finances form must include the sponsor's printed name and a signature. Signing this form means the sponsor is willing to cover the full cost for the full length of the student's program. However, sponsors who will only be providing a portion of the funding may still just sign this form (a separate letter is not required).
 - Sponsors may prefer to write a sponsor letter. This letter must include the sponsor's printed name and a signature and the details of their intent to provide the student with funding.
- We need a bank statement from the sponsor showing liquid funds for the full cost of one year of attendance.
- If the sponsor is just providing a portion of the funding, we need a bank statement showing they have that amount in liquid funds.
 - For example, if they have an assistantship that covers most of the expenses, but leaves the student short \$5000, then the sponsor must provide a bank statement showing \$5000.
- Note that J-1 students will need to show proof of funding for the entire cost of the program (or the portion that they are sponsoring themselves).

Organization Funds

- If an organization (company, employer, government agency, etc.) is the sponsor, the sponsorship letter must be on organization letterhead, must have a signature and must be dated within a year (from the time GPA receives the referral).
 - Sponsorship from an organization only requires a sponsorship letter; a bank statement is not necessary.

Department Funds

- All department funding **must** be listed in the referral; if you need help, please feel free to contact Grad Admissions.
- You must list the stipend amount, the appointment percentage amount (if applicable), whether or not it is renewable, and for how long the funding is offered in years (All, Year 1, Years 1-2, etc.).

IS THIS PROOF OF FUNDING ACCEPTABLE?

Bank Statements

- The bank statement/bank letter must be dated within a year (from the time GPA receives the referral).
- The bank statement/bank letter must be in English.
 - If the statement is **not** in English, a bank-certified (stamped with the bank's seal/stamp) English translation must accompany it.
 - If the statement is **not** in English and there is no translation, check with Grad Admissions; sometimes we will still accept it if it is a simple statement that we can translate and the bank name and account balance is easily discernable.
- The currency **does not** need to be in US dollars, it can be in listed in a foreign currency.

Proof of Sponsorship

- The Declaration of Finances form or sponsorship letter must have the sponsor's printed name and signature.
- If an organization (company, government agency, etc.) is the sponsor, the sponsorship letter must be on organization letterhead, must have a signature and must be dated within a year (from the time GPA receives the referral).

IS THERE ENOUGH FUNDING HERE?

General

- Students must show the cost of one academic year of your program in their funding documents.
 - The Declaration of Finances form and/or sponsorship letter shows the sponsor's intent to provide the funding throughout the student's entire program.
- You are **not** required to figure out whether your student has enough funding, but you are more than welcome to. If you see that your student does not have enough, you can contact the student to let him/her know that more will be required.
- You can use www.xe.com to convert foreign currency to US dollars, but you are **not** required to do so.

Stipends

- **FALL and SPRING** – For the majority of programs (those whose base cost is \$48,645) – In order for the department stipend, when added to the tuition waiver amount, to be enough to cover the minimum amount required (\$48,645), the stipend needs to be **\$20,421**.
- **SUMMER** – For the majority of programs (those whose base cost is \$56,312) – In order for the department stipend, when added to the tuition waiver amount, to be enough to cover the minimum amount required (\$56,312), the stipend needs to be **\$20,895**.
- If you are not giving the student a renewable appointment and your program is longer than one year, the student will have to show additional funding.
 - For example, if the student is fully covered by an assistantship for year 1, but will be receiving no funding for year 2, we will need the student to show the full funding in liquid funds for year 2.