SEVIS 101:
SEVIS & Financial Evaluations
Workshop Agenda

• Introduction to SEVIS and International Student Visas
• Financial Evaluations
• Funding Types
• Examples
• Evaluation is Complete
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.

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)
- Student Visas permits 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 new 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)
Documentation Requirements

- Applicants requesting an I-20 or DS-2019
  - Passport (and dependent passports, if applicable)
  - Proof of funding documentation
- We do not need this documentation from applicants who do not require an I-20 or DS-2019
  - Applied for U.S. Permanent Residency (Adjusted in Status)
  - Studying on a non-student visa
  - DS-2019 to be issued by outside agency (Fulbright)
  - Online programs (not eligible)
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.
Acceptable Funding Documentation

- All documents must be in English 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 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

63,000.00 US Dollars = 402,104.61 Chinese Yuan Renminbi

Currency I Have: US Dollar
Amount: 63,000

Currency I Want: Indian Rupee
Amount: 4,673,280
## Funding Accounts

<table>
<thead>
<tr>
<th>Acceptable</th>
<th>Unacceptable</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Liquid Funds</strong></td>
<td><strong>Non-Liquid Funds</strong></td>
</tr>
<tr>
<td>- Checking, savings, cash reserve, deposit/time deposit accounts</td>
<td>- Lines of credit</td>
</tr>
<tr>
<td>- Post office funds</td>
<td>- Proof of employment or paystubs</td>
</tr>
<tr>
<td>- Accounts tied to the prime rate (Money Market)</td>
<td>- Investment accounts, securities, mutual funds, stocks, bonds</td>
</tr>
<tr>
<td>- CDs, Installment CDs, Installment Savings</td>
<td>- General trust funds</td>
</tr>
<tr>
<td>- Trust Funds (discretionary funds only), Provident Funds (current withdrawable amount)</td>
<td>- Insurance premiums/policies</td>
</tr>
<tr>
<td>- Pensions (only when statement included that they are allowed to withdraw without penalty)</td>
<td>- Land/car titles</td>
</tr>
<tr>
<td>- Student loans</td>
<td></td>
</tr>
</tbody>
</table>
Declaration & Certification of Finances Form Page 1

**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/044.

**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 $2,748 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 2022 Admitted Students (for a single student)

<table>
<thead>
<tr>
<th></th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall &amp; Spring</strong></td>
<td></td>
</tr>
<tr>
<td>Room and Board (12 months)</td>
<td>$16,339*</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$3,640**</td>
</tr>
<tr>
<td>Books &amp; Supplies</td>
<td>$1,800</td>
</tr>
<tr>
<td>Tuition (base rate) and fees for Academic Year</td>
<td>$33,484***</td>
</tr>
<tr>
<td>Academic Year (2 semesters) TOTAL</td>
<td>$55,263</td>
</tr>
<tr>
<td><strong>Summer Session (if you plan to attend, add these expenses to the total above):</strong></td>
<td></td>
</tr>
<tr>
<td>Books &amp; Supplies</td>
<td>$300</td>
</tr>
<tr>
<td>Tuition (base rate) and fees for Academic Year</td>
<td>$5,848***</td>
</tr>
<tr>
<td>Summer Session TOTAL</td>
<td>$9,148</td>
</tr>
<tr>
<td><strong>Calendar Year (academic year plus summer session):</strong></td>
<td></td>
</tr>
<tr>
<td>Total for a single student</td>
<td>$64,411</td>
</tr>
</tbody>
</table>

*Calculated based on double occupancy (add $1,569 for single occupancy)
**Other expenses include Personal/Health/travel/Sunday evening meals.
***Tuition and Fees for base-rate programs only.

See Page 2 for Estimated Expenses for Non-Base Rate Programs

See Page 3 for Sponsor Affidavit of Support Form (to be uploaded to your online application)
## Declaration & Certification of Finances

Form Page 2

<table>
<thead>
<tr>
<th>Program</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountancy MAS (9 month academic program)</td>
<td>$61,374*</td>
</tr>
<tr>
<td>Accountancy MS (12 month academic program)</td>
<td>$77,776</td>
</tr>
<tr>
<td>Advertising MS</td>
<td>$56,067*</td>
</tr>
<tr>
<td>Agricultural and Applied Economics MAAE</td>
<td>$57,269*</td>
</tr>
<tr>
<td>Bioengineering MENG Programs</td>
<td>$60,424*</td>
</tr>
<tr>
<td>Biophysics and Quantitative Biology PhD</td>
<td>$70,037</td>
</tr>
<tr>
<td>Business Administration MSBA (Business Analytics)</td>
<td>$70,274*</td>
</tr>
<tr>
<td>Business PhD**</td>
<td>$77,717*</td>
</tr>
<tr>
<td>Chemical and Life Sciences**</td>
<td>$60,001*</td>
</tr>
<tr>
<td>Policy Economics MS</td>
<td>$67,247</td>
</tr>
<tr>
<td>Engineering**</td>
<td>$62,949*</td>
</tr>
<tr>
<td>Fine and Applied Arts**</td>
<td>$56,413*</td>
</tr>
<tr>
<td>Financial Engineering MS</td>
<td>$73,899*</td>
</tr>
<tr>
<td>Finance MS</td>
<td>$68,429*</td>
</tr>
<tr>
<td>Information Sciences</td>
<td>$51,991*</td>
</tr>
<tr>
<td>Health Administration MSHA</td>
<td>$58,263*</td>
</tr>
<tr>
<td>Health Technology MSHT</td>
<td>$68,831</td>
</tr>
<tr>
<td>Journalism MS</td>
<td>$65,419</td>
</tr>
<tr>
<td>Law JD</td>
<td>$71,859*</td>
</tr>
<tr>
<td>Law JSD</td>
<td>$76,359*</td>
</tr>
<tr>
<td>Law LLM and MSL</td>
<td>$71,834*</td>
</tr>
<tr>
<td>Labor and Employment Relations MHRRR</td>
<td>$60,093*</td>
</tr>
<tr>
<td>Management MS</td>
<td>$60,674*</td>
</tr>
<tr>
<td>Professional Science Masters</td>
<td>$65,417</td>
</tr>
<tr>
<td>Public Health MPH</td>
<td>$58,263*</td>
</tr>
<tr>
<td>Social Work MSW</td>
<td>$58,207*</td>
</tr>
<tr>
<td>Speech and Hearing Science MA</td>
<td>$55,463*</td>
</tr>
<tr>
<td>Speech and Hearing Science AUD</td>
<td>$56,135*</td>
</tr>
<tr>
<td>Sustainable Urban Design MSUD</td>
<td>$65,849</td>
</tr>
<tr>
<td>Sustainable Urban Management MSSUM</td>
<td>$61,888*</td>
</tr>
<tr>
<td>Technology Management MSTM</td>
<td>$77,122</td>
</tr>
<tr>
<td>Veterinary Medicine DVM</td>
<td>$79,071*</td>
</tr>
</tbody>
</table>

*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/](https://registrar.illinois.edu/tuition-fees/tuition-fee-rates/).
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 that 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 – Type in Referral Comments

- **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 $22,899.
2022 Tuition Waiver Amounts

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

- Fall/Spring Tuition Waiver: $32,364
- Fall/Spring/Summer Tuition Waiver: $40,850

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: $30,284
- Fall/Spring/Summer Tuition Waiver: $37,853
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 **NOT** required for organization funding
    - However, if provided, they will be reviewed
  - Declaration of Finance forms are **NOT** 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
    - 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 **NOT** 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
    - 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
Examples
Bank Statement

Example 1:
Acceptable
Dear Sir/Madam,

Subject: Education Loan Sanction Letter

Based upon and relying on the facts and information provided by you in your Application Form No. dated 25/04/2021 seeking grant of an Education Loan ("Loan"), we have pleasure in approving your sanction of an amount of Rs. 500000/- (Rupees Fifty Thousand only) equivalent to USD 79,139 approx. at exchange rate of 1 USD = 79.19 (as on 30th September 2021) on the following terms:

- Rate of Interest: 12.99% p.a. floating rate
- Term: The loan will be repayable in a period of 15 months (180 months). The MIs for first 36 months will be Rs. 10,000/- per month and for next 120 months will be Rs. 6,000/- per month.
- Fees: A one-time origination fee equivalent to Rs. 35,50/- inclusive of all taxes.
- Validity of this offer: The sanction/offer letter will automatically stand withdrawn if the disbursement is not availed of within 30th September 2021.
- Eligible ACH and Security ACH Mandate From.
- Insurance to be taken by the Applicant and duly assigned in favour of HDFC Credila Financial Services Limited ("HDFC Credila")
- Collateral Security: The Applicant(s) shall provide collateral by way of insurances of realizable property.
- Visa: Loan to be disbursed only after receiving a valid visa to study in the country of study from the competent authority.

The Educational Loan availability is subject to satisfactory completion of loan documentation. This letter of offer shall stand unilaterally revoked and cancelled and shall be absolutely null and void even after acceptance by you if:

- There are any material changes in the proposal for which the said loan is sanctioned.
- Final disbursement will be made based on the favorable validation and authentication of all the supporting documents.
- Any material fact concerning your income/wealth or ability to pay, or any other relevant aspect of your application of Loan is withheld, suppressed, or concealed or not made known to us.
- Any statement made in the application is found to be incorrect or untrue.
- The Education Loan Agreement and other documents, as required by us, are not executed before validity of this sanction letter or before the expiry of the period mutually agreed upon.
- Any information as may be required by HDFC Credila from time to time is not furnished in the form prescribed/approved by HDFC Credila.
- As an outcome of legal due diligence, HDFC Credila is of the view that it is unsuitable to proceed further with the offer as made hereinbefore.
- Disbursement of each tranche will be based on favorable verification & financial check of applicant(s).

We look forward to your acceptance of this offer in order to expedite the conclusion of this transaction and the disbursement hereof. Please intimate an appointment at the nearest HDFC Credila branch to discuss further terms and conditions and also complete the loan related paperwork and formalities.

Yours faithfully,

For HDFC Credila Financial Services Limited
(wholly owned by HDFC Credila Financial Services Private Limited)

Authorised Officer

This sanction letter is issued without the hologram. Please do not accept it, if it is without the hologram and immediately report such incidence to support@hdfccredila.com.

HDFC CREDILA FINANCIAL SERVICES LIMITED
Bank Statement
Example 3:
Unacceptable
CA S. RAMASUBRAMANIAM, FCA.
(S. RAMIEE)
Chartered Accountant

CERTIFICATE

I, S. Ramasubramanian, Fellow Member of the Institute of Chartered Accountants of India, do hereby certify that I have reviewed the financial condition of [person’s name] and [other person’s name], with a view to establishing their ability to pay the educational costs including living expenses of their son [son’s name], which is estimated to be US $ 53,663/- for the period of one year at The University of Illinois at Urbana-Champaign.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>SOURCES OF FUNDS</th>
<th>DOLLAR $</th>
<th>INDIAN Rs.</th>
<th>REFERENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ASSETS</td>
<td>2,06,906</td>
<td>91,03,864/-</td>
<td>Annexure - I</td>
</tr>
<tr>
<td>2</td>
<td>CURRENT INCOME FROM INDIA</td>
<td>12,113</td>
<td>5,33,000/-</td>
<td>Annexure - II</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>2,19,019</td>
<td>96,36,864/-</td>
<td></td>
</tr>
</tbody>
</table>

Note: On verification of a letter from the physics department of the University of Illinois-Urbana-Champaign, it is observed that the funds from the college itself sufficient towards the student’s means, comprising of full tuition fees, partial tuition fee and a stipend which works out to $ 50,558 /-. It is further observed that there is a fellowship award of $6500 /- from Amherst College also, all totalling to US $ 57,058 /-. Any further expenditure towards education or living expenses will be met out of own family funds. However the Assets particulars are given to establish the financial stability of the parents and

S. RAMASUBRAMANIAM
Chartered Accountant

# 29, CRANEY LODGE, HOSPITAL ROAD, UDHAIGAMANNU - 643 001.
Phone: Off: 244677, Fax: 244671, Mob: 94455930, Email: ramjeet.oodiy@gmail.com
To whom it may concern,

By signing this affidavit of support, I promise to be financially responsible for my daughter concerning her tuition, fees, living expenses and any other relevant expenses during her graduate studies in your university. I am also enclosing relevant bank letters to prove I have enough amounts on deposit in their institutions.

Sincerely,
FOR ADMISSION PURPOSES ONLY

Student ID: 
Student Name: 
Date of Issue: 05/09/2021

To Whom It May Concern:

This letter confirms that the above-named student has a full scholarship from the government of the Kingdom of Saudi Arabia. The scholarship will cover the student's full tuition and required academic fees, excluding fees for online/hybrid and other such courses and school-provided health insurance. It also includes a monthly stipend for living expenses, including clothing, food, books, and travel paid directly to the student. In addition, the student will receive comprehensive medical and dental insurance through SACM’s health insurance provider.

Please evaluate the student’s credentials and notify the Cultural Mission of the Royal Embassy of Saudi Arabia (SACM) at your earliest convenience of the admission or academic eligibility of the student named above. A statement of eligibility is essential for the applicant to process his/her scholarship and arrange a leave of absence with the appropriate authorities in Saudi Arabia in order to attend your institution. Upon receipt of the statement of academic eligibility or admission, SACM will review the applicant’s admission letter and once SACM approves it, a financial guarantee covering the costs outlined above will be issued to your institution.

All correspondence should be sent to:
The Cultural Mission of the Royal Embassy of Saudi Arabia
8500 Hillsboro Road
Fairfax, Virginia 22031.

For any questions or inquiries, please contact the student’s advisor:

Sincerely,

[Signature]
Director of Scholarships Affairs
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.

- The student can upload additional documents to their admissions status page and notify the department or grad@illinois.edu when available.
  - The status page includes a link to the proof of funding requirements & to a PDF of their application.

- Any department funding changes or new uploads, please email grad@Illinois.edu to review.
SEVIS Process Complete Notifications

- **Initial, Change of Levels or Change of Status I-20**
  - An email will go out to the student and department contact with a link to the I-20.
  - 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 the I-20 will go out once the document has been issued.

- DS-2019s will receive an email to verify their mailing address and then another email once their DS-2019 is mailed.
FAQs

- Who should I direct any I-20 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. We typically issue the I-20 within a couple of business days from the release date.

- The student will not arrive by the date on the I-20, now what?
  - The Program Start Date on the I-20 is the deadline to arrive in the US. Once a new arrival date is determined & acceptable, a new I-20 will need to be issued that has been updated to the new arrival date.

- Changes were made to a student’s I-20, will the SEVIS ID change?
  - Updates before 10th day, unless they are changing I-20 types, are unlikely to change the SEVIS ID.
  - After 10th day, ISSS starts canceling unregistered SEVIS records so any students deferred after then may get a new 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 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.
COVID-19

- The guidance permitting electronic I-20s has been made permanent.

- DS-2019s will still be mailed by the Graduate College.

- We will no longer be sending out Enrollment Plan emails to students.
  - Departments will need to notify the Graduate College if approving a late arrival or deferred US entry.
  - Anyone needing In Absentia will need to submit the form.
Admissions Resources

- Admissions Resources Available on the Graduate College web site for Contacts: http://www.grad.illinois.edu/admissions/staff_fac.htm
  - Slate How To Guides
  - Credential Evaluation Links, Workshops & Guides
  - English Proficiency Requirements & Exemptions
  - SEVIS and Financial Evaluation Workshop and Guides
  - Change of Program & Re-Entry Admissions Guides
  - Admissions Policies & Forms Resources