

I-20 and Visa Requirements for Prospective International Students

International Student Services

Adelphi University

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International Student Services Mission:

The Mission of the Office of International Student Services is to provide the appropriate materials needed, support and assistance to international students in order for them gain non-immigrant status, maintain their legal status, and achieve their educational goals. We also ensure institutional compliance with governmental immigration regulations, and provide and support cultural programs and exchanges in order to enhance students' overall learning and development.

The Process to Receiving an I-20

Step 1: Application and Admissions Decision

- Once you have successfully completed your admissions application and requirements and have received an official letter of acceptance you will be provided with the I-20 requirements packet from the Office of Admissions.

Step 2: I-20 Request and Requirements:

- Please complete all required forms and send them to the Office of International Admissions as soon as possible.
- We recommend starting this process 3 months in advance of your intended program start date.

Step 3: School's Processing of the Request for I-20:

- The Office of International Student Services will evaluate your I-20 request and all materials provided .
- If additional information is required, the Office of International Student Services will contact student directly.
- The I-20 form will be issued once all conditions are met and mailed to you from the Office of International Admissions. You will be contacted once your I-20 is mailed.

Adelphi University I-20 Requirement Forms

Request for I-20 Form

- This form should be completed by the student and provide all accurate information of the student.

Photocopy of Passport Information Page

- Please submit a photocopy of your valid passport.

Affidavit of Support

- This form must be completed and signed by financial sponsor
- Must be notarized by notary or legal official
- This form must indicate a minimum of one years cost of attendance (minus and other funding provided from alternate or outside sources, i.e. scholarship or loan funding)

Proof of Income

- Proof the sponsor is employed and receiving income: must be completed by financial sponsor's employer on employer letterhead or stationery indicating employment of the sponsor
Or
- Income tax return from previous year

Official Bank Document

- Must show liquid funding matching one year financial expenses
- Document must be valid within 6 months
- No scanned, emailed or faxed copies accepted. Must be official bank statement.
- Must be in English
 - If sponsor is a business, an additional letter from company's chief financial officer providing permission for the company to relinquish funds for students study is required

The I-20 is Issued

Now what?

- Check your I-20 for errors.
- Sign your I-20
- Pay the SEVIS Fee
- Students are encouraged to apply for their visa early to provide ample time for visa processing. Students may apply for their visa as soon as they are prepared to do so.
- Students should note that embassies and consulates are able to issue the student visa 120 days or less, in advance of the course of study registration date
- Prospective non-immigrant students outside the U.S. who are not visa exempt,
 - must apply to their local U.S. consulate or embassy for an F-1 visa.
 - Each U.S. Embassy and Consulate has a website linked to <http://usembassy.state.gov/>

SEVIS Fee

- The SEVIS I-901 fee is mandated by Congress to support the program office and the automated system that keeps track of students and exchange visitors and ensures that they maintain their status while in the United States. Each student or exchange visitor issued an initial Form I-20 or DS-2019 on or after October 27, 2008, is responsible for paying this fee to SEVP.
- \$200.00 SEVIS Fee is required for all I-20 holders in order to apply for a student visa
- You can find more information at www.fmjfee.com

Qualifying for a Student Visa



In order to qualify for a student visa, the student should meet the following criteria:

Acceptance at the school you wish to attend

Possess sufficient funds to pursue the proposed course of study

Have met all preparation for the course of study.

Intend to leave the United States upon completion of the course of study.

Applying for a Student Visa

For more detailed information visit www.travel.state.gov/

Required Documentation:

- Form I-20, Certificate of Eligibility for Nonimmigrant (F-1) Student Status
- Online Nonimmigrant Visa Electronic Application, Form DS-160
- A passport valid for travel to the United States and with a validity date at least six months beyond the applicant's intended period of stay in the United States
- One (1) 2x2 photograph
- A MRV fee receipt to show payment of the visa application fee (\$160.00)
- The SEVIS I-901 fee receipt

All applicants should be prepared to provide:

- Transcripts and diplomas from previous institutions attended
- Scores from standardized tests required by the educational institution such as the TOEFL, SAT, GRE, GMAT, etc.
- Financial evidence showing that the prospective student or sponsor has sufficient funds to cover the student's tuition and living expenses during the intended period of study.
 - If the sponsor is a salaried employee, the applicant should bring income tax documents and original bank record and / or statements.
 - If the sponsor owns a business, the applicant should bring business registration, licenses, etc. and tax documents as well as original bank records and / or statements.
- Applicants with dependents must also provide proof of relationship and ability to sponsor

Tips For Your Visa Interview

1. Be able to show compelling ties to your home country
2. Know your interview will be conducted in English
3. Speak for yourself
4. Know the degree program and how it fits your career plans
5. Be brief when answering questions
6. Be able to provide any needed additional documentation
7. Be able to articulate your plans at home following your degree program
8. Dependents remaining at home:
Be prepared to address how they will support themselves in your absence.
9. Maintain a positive attitude
If you are denied a student visa, ask the officer for a denial reason in writing and contact the International Student Services office.

For More Information:

International Student Services
www.adelphi.edu/international

Department of State
Travel.state.gov/

List of U.S. Embassy's and Consulates
<http://www.usembassy.gov/>

SEVIS Fee
www.fmjfee.com