

AFTER FINAL ACADEMIC ADMISSION, Mail to:
Office of International Students
The Graduate Center, CUNY
 365 Fifth Avenue, Room 7200
 New York, NY 10016-4309, USA

Name _____
 Family Name _____ Given Name _____

Request for Certificate of Eligibility (Forms I-20 or DS-2019) for International Students

THIS APPLICATION MUST BE COMPLETED BY ALL INTERNATIONAL STUDENTS WHO WISH TO OBTAIN INTERNATIONAL STUDENT STATUS.

International students who are admitted into a degree program at the Graduate Center of the City University of New York must obtain a **Certificate of Eligibility** from the University in order to enter and/or remain in the U.S. in valid Student Status. This applies whether you are a **new student**, a **transfer student from another U.S. university**, or a **student transferring to the Graduate Center from another CUNY college**.

Please complete this **Request for Certificate of Eligibility** (pp. 1–2) and Declaration & Certification of Finances (p. 3) and return them directly to the Office of International Students with all required documentation. **The Certificate of Eligibility will be issued only if you are admitted to the Graduate Center and if you have properly completed and returned this form, and all documentation of financial support verifying that you have adequate financial resources to meet your expenses during the period of your study in the U.S.**

2017–2018 Minimum Estimate of Yearly Expenses for International Students at the Graduate Center, CUNY

Estimate of Academic Expenses: Tuition and Fees* — Initial Attendance		9 months	Other Estimates of Expenses	
Doctoral Level 1 (\$917/credit,** assumes 9 credits/WIUs per semester)	\$16,871		Initial F-1 status SEVIS Fee	\$ 200
Doctoral Level 2	\$13,615		(First-time F-1 Status only. Instructions will be sent with Form I-20.)	
Doctoral Level 3	\$5,065		Initial J-1 status SEVIS Fee	\$180
Master’s (\$815 per credit,** assumes 9 credits/WIUs per semester)	\$15,035		(First-time J-1 Status only. Instructions will be sent with Form DS-2019.)	
Journalism Master’s (\$815 per credit,** program requires 15 credits per semester)	\$29,510		Dependents per year:	
*General CUNY and Graduate Center fees = \$365 per year			Spouse	\$6,790
			Each Minor Child (under 21 years of age)	\$4,970
Estimate of Personal and Living Expenses				
Academic Supplies	\$1,516			
Local Transportation	\$1,240			
Room	\$14,896			
Food and Meals	\$3,702			
Other Personal (includes estimates for insurance and taxes)	\$4,248			
Total Estimate of Personal and Living Expenses	\$25,602			
Total First Year Estimate of Expenses				
Doctoral	\$42,473			
Master’s	\$40,637			
Journalism	\$55,112			

Note: *All tuition, fees, and personal expense estimates are subject to change without notice upon action by the Graduate Center or the City University of New York.
 **Estimate for 2017–2018

Note: The estimate of tuition and fees in Doctoral Level I and Master’s Level is based on an average of 9 billable credits/WIUs per semester. Actual tuition may be higher or lower depending on individual program requirements and the number of billable credits for which a student registers.

DEPENDENTS: Students with accompanying dependents must verify a minimum **additional \$6,790 for their spouse** and **\$4,970 per child** for each academic year of study.

Please note that the above amounts represent a conservative estimate of New York City living costs. Many students will require additional funds. It is anticipated that all costs will increase by 3–5% each year. Please take this into account when completing the following forms.

This form is valid only for the 2017–2018 academic year. If you are admitted and you request a postponement of your admission, you will need to request a new form.

The following personal information is required to prepare a SEVIS Certificate of Eligibility.

INFORMATION REQUIRED FROM ALL INTERNATIONAL STUDENTS (Please print clearly.) INCLUDE COPY OF PASSPORT ID PAGE.

Name		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
(family name as in passport)	(given name as in passport)	(second given, or middle name, if any, as in passport)		
Present Mailing Address				
(street address)	(city, state)	(country)	(postal code)	
Telephone Number		Email		
Date of Birth	Place of Birth	Citizenship		
(month/day/year)	(city and country)			

PERMANENT RESIDENTIAL ADDRESS outside the United States — This is required by U.S. government regulations.

Street Address	
City	Province/State
Country	Postal Code

Address in New York (if any)

(number and street)

(city)

(state)

(zip code)

Occupation in Home Country (If currently a student, give name of school and level of education.)

Education List chronologically all **U.S. institutions** attended beyond secondary school. Include each division of the City University of New York attended.

Institution	Dates of Attendance	Immigration Status
	from to	
	from to	
	from to	
	from to	

Date of Initial Entry into the U.S. in F-1 or J-1 Status (if currently in the U.S.):

month day year

Expected Semester of Enrollment

Fall 2017

Spring 2018

Field of Study:

Degree Program: Master's Journalism Master's Doctoral

Type of Admission:

New Admission

Readmission

Transfer from U.S. Institution

(If transfer, give name and address of current U.S. school)

Dependents Please provide the following information for any members of your immediate family (spouse and/or children) who will accompany you to the Graduate Center. Students with accompanying families *MUST* verify an additional \$6,790 for spouse and \$4,970 for each child during each academic year of study. You will need to document financial support for the individuals indicated.

Name	Relationship to Student	Date of Birth	Place of Birth	Country of Citizenship

TO BE COMPLETED BY APPLICANTS ALREADY IN THE U.S.

If you are currently in the U.S., please indicate your current immigration status. Attach a copy of the **passport pages with the passport number, expiration date of passport**, and the visa stamp. Include **copies of Form I-94** for yourself and accompanying family members. Include copies of all previous I-20s or DS-2019s.

F-1 Student Status **I-94 Admission No.** **Attach copies of ALL your I-20 forms (pages 1 & 3).**

University that issued most recent Form I-20

SEVIS No.

J-1 Exchange Visitor Status **I-94 Admission No.** **Attach copies of ALL your DS-2019 forms.**

Name and Address of Sponsoring Institution

SEVIS No.

B-2 Visitor Status **Other Immigration Status (Type: _____)**

I-94 Expires on:

I-94 Admission No.

Include copies of ALL previous Forms I-20 or DS-2019.

TO BE COMPLETED BY APPLICANTS CURRENTLY OVERSEAS

If you are not in the U.S., complete information about **previous visits** to the United States.

F-1 Student Status **J-1 Exchange Visitor Status** **Other Status (Type _____)**

Date entered the U.S.

Status

Date left the U.S.

Declaration & Certification of Finances

Documentation of financial support must be sent directly to the Office of International Students at the Graduate Center–CUNY. All documentation must be received and approved before a Certificate of Eligibility will be issued.

Declaration and Certification of Finances

Complete this form and send it directly to the Office of International Students at the Graduate Center–CUNY along with your Request for Certificate of Eligibility (pages 1 & 2).

Support Requirements for Students

NEW STUDENTS: Doctoral students must provide documentation of financial support to cover a minimum of the first four years of study. **Master’s students** must provide documentation of financial support to cover a minimum of the first two years of study. **Students in Journalism** must provide documentation for the full 17-month program of studies. **CONTINUING STUDENTS:** Minimum period of support must be discussed with an International Student Counselor in the Office of International Students at the Graduate Center. **ALL STUDENTS:** Financial support must be documented to guarantee the first year, and must be documented to project where support will come from in future years of study.

Documentation of Support

Submit all documentation directly to the Office of International Students at the Graduate Center–CUNY at the address at the top of page 1. Provide as much complete documentation as possible. If additional documentation is required, we will contact you, and you may send it later. Note: A Certificate of Eligibility will be issued only after all required documentation to meet the minimum financial support requirement has been received and approved by the Office of International Students at the Graduate Center–CUNY.

NOTE IF APPLYING FOR A U.S. ENTRY VISA:

This Office must receive all completed financial support documentation at least three months before the semester begins. Prepare two sets of original documentation—send one to this Office, and keep one set to present at the U.S. Consulate for your visa application.

SOURCES OF FINANCIAL SUPPORT	<i>All Amounts in U.S. Dollars</i>			
	Guaranteed Support	Projected Support		
	2017–2018	2018–2019	2019–2020	2020–2021
1. City University of New York: You must provide an official Award Letter from the appropriate GC Office (Financial Aid Office, Provost’s Office, your Academic Program, etc.). Summary of Type and Amount: Type: _____ \$ _____ \$ _____ \$ _____ \$ _____ Type: _____ \$ _____ \$ _____ \$ _____ \$ _____ Type: _____ \$ _____ \$ _____ \$ _____ \$ _____				
2. Government or Other Institutional Support: Sponsor must provide an Official Award Letter: Name of Institution: _____ Type of Award: _____ \$ _____ \$ _____ \$ _____ \$ _____				
3. Personal Sponsor—Family or Other Individual: Sponsor must provide properly completed Affidavit of Support (page 4) and required documentation. Name of Sponsor: _____ \$ _____ \$ _____ \$ _____ \$ _____				
4. Student’s Personal Funds: Proper documentation must be approved by the Office of International Students. Amounts available must indicate sufficient availability of funds into the future. Source: _____ \$ _____ \$ _____ \$ _____ \$ _____				
TOTALS	\$ _____	\$ _____	\$ _____	\$ _____

Your Certificate of Eligibility cannot be issued until all requirements of financial support documentation have been met.

By signing this form, I certify that the information supplied above is, to the best of my knowledge, a correct statement of my finances for my studies at the Graduate Center of the City University of New York.

_____ (student’s name—printed)

_____ (student’s signature)

_____ (date)

Affidavit of Support

NOTE: PLEASE READ AND UNDERSTAND THIS ENTIRE AFFIDAVIT BEFORE COMPLETING.

This affidavit is for an individual using his/her own income to provide the student with financial support.

Items #1–4 must be completed by all sponsors. Note: Other F or J status individuals may not provide cash support for a student.

Items #5 & 6 must be completed by sponsors providing student with cash support.

SPONSOR INFORMATION – (must be completed by all sponsors)

- 1) I, _____, citizen of _____
living at _____
- 2) **PRIMARY DOCUMENTATION:** The sponsor must attach a letter, in English, confirming your current employment and ANNUAL INCOME. Retired or self-employed sponsors must provide appropriate documentation of ANNUAL INCOME. NOTE: ANNUAL INCOME is the only documentation that can verify your ability to support the student.
I certify that I am employed as _____ with _____
(job title) (name of employer)
located at _____
(full address of employer)
I receive an annual income of \$(U.S.) _____
- 3) **Secondary Documentation:** Provide bank statements showing the most recent two months of transactions. NOTE: Bank statements only verify the immediate availability of funds. A bank statement by itself WILL NOT show the ability to provide continuing support.
In addition, I have current available money (checking or savings) of \$(U.S.) _____ with _____
(name of bank)
located at _____
(full address of bank)
- 4) I am currently responsible for the financial support (including myself) of _____ individuals. My total annual expenses are \$(U.S.) _____

CASH SUPPORT INFORMATION – (must be completed by sponsors providing cash support)

Note: Total annual INCOME and total annual EXPENSES will be evaluated to determine sponsor's ability to support the student. NOTE: Bank accounts alone are not sufficient to verify continuing support.

- 5) I certify that I am the student's _____ and that I am able to and do commit to provide _____
(relationship to student) (name of student)
born on: Month _____ Day _____ Year _____ and who is a citizen of _____
- 6) _____
with the annual cash amount of \$(U.S.) _____
to meet his/her expenses each year during study at the Graduate Center of the City University of New York until _____.

ROOM AND BOARD SUPPORT INFORMATION – (must be completed only if the student will live permanently in the sponsor's home in the United States)

- 7) I certify that I will provide _____ date of birth _____ citizenship _____
(name of student)
____ free room in my home as listed above in #1 (valued at \$14,896 per academic year) OR
____ free room and meals in my home as listed above in #1 (valued at \$18,598 per academic year)
while the student follows a program of study at the Graduate Center of the City University of New York.
NOTE: THE VALUE OF THIS SUPPORT SHOULD NOT BE INCLUDED IN #6 ABOVE. PLEASE SUBMIT A COPY OF PROOF OF HOME OWNERSHIP OR LEASE AGREEMENT.

STUDENT'S DEPENDENT SUPPORT INFORMATION – (must be completed by a sponsor providing support for the student's dependents in addition to any amount in #6 above)

- 8) I certify that I am able and do commit to provide support for the following individuals who will accompany _____
(name of student)
date of birth _____ citizenship _____ to the United States as his/her dependents.
_____ with a minimum of \$(U.S.) 6,790 for student's spouse per academic year.
(name of spouse as in passport)
_____ with a minimum of \$(U.S.) 4,970 for each minor child per academic year.
(name of each minor child as in passports) – use an additional sheet if more than one child
Total support for all dependents will be \$(U.S.) _____ each academic year until (date) _____.

VERIFICATION OF SPONSOR'S SIGNATURE (Notary or other official who knows the sponsor and can identify the sponsor's signature)

This Affidavit must be signed in the presence of a notarizing or verifying official.

I affirm that the contents of this affidavit signed by me are true and correct, and I authorize the release of the documentation presented to the student and/or U.S. government official if requested.

(name of sponsor signing this affidavit) (signature of sponsor) (date)

(printed name and title of official verifying the sponsor's signature) (signature of official) (date)