



I-20 Request Form

College of Professional Studies

50 Nightingale Hall, 360 Huntington Ave, Boston, MA 02115
Phone (617) 373-2400 Fax (617) 373-8574 cpsadmissions@neu.edu

Select the program to which you are applying:

CPS Degree Program:	<input type="checkbox"/> Bachelor's Degree	<input type="checkbox"/> Master's Degree	<input type="checkbox"/> Graduate Certificate
Quarter/Semester:	<input type="checkbox"/> Fall 2016	<input type="checkbox"/> Winter 2017	<input type="checkbox"/> Spring 2017 <input type="checkbox"/> Summer 2017
CPS Major/Program:			

In order for the ISSI to issue a Certificate of Eligibility (I-20), we require that you supply the information on this form. You will need an I-20 to apply for an F-1 student visa at a U.S. Embassy or Consulate. Therefore, it is important that you submit an I-20 Request form that is complete and accurate. Any missing information will cause a delay in issuing your I-20.

Instructions:

- Please type or print your responses.
- Make sure that all sponsor information and documents are accurate, complete and original.
- Submit this completed form to **50 Nightingale, attention CPS Admissions** along with original financial documents.

Personal Information – all information must match your current passport

1. Family/Last/Surname(s): _____

2. Given/First name: _____ 3. Middle name (if any): _____

4. Date of birth: Month _____ Day _____ Year _____ 5. Gender: Male Female

6. Country of Birth: _____ 7. Country of Citizenship: _____

Immigration Status Information

1. Are you currently in the United States? Yes No

2. Have you attended school in the U.S. within the last 60 days? Yes No

If you answered YES to either of the questions above, please complete item 3 below:

3. What is your current immigration status?

F-1 with an I-20 from Northeastern University F-1 with an I-20 from another institution Other: _____

If you answered OTHER in the question above, please complete items 5 and 6 below:

5. Are you planning to remain in this status for your studies? Yes No

6. If no, how do you plan to obtain student status? Travel Application to change status without traveling

If you are planning to change immigration status without leaving the U.S., please note that you may not be eligible to begin your program until the change of status is approved by USCIS and the process can take 2-4 months. The ISSI will follow up with you by email regarding the Change of Status application process.

Students Currently in F-1 Status

If you are currently studying in the U.S in student status at another school other than Northeastern, you will need to request the transfer of your SEVIS record to Northeastern University in order to enroll. Please make sure to complete the Transfer-In Form, located on the ISSI website here: <http://www.northeastern.edu/issi/pdfs/Transfer-In.pdf> and submit it to your current/previous school's international student office. Your new I-20 cannot be issued by Northeastern until after the SEVIS record release date indicated on your Transfer-In form, so please make any travel plans accordingly.

Estimate of Expenses for the Academic Year 2016-2017

These figures are estimates and are subject to change at any time by Northeastern University's Board of Trustees.

► Please check the program to which you are applying:

	<input type="checkbox"/> Bachelor's Program	<input type="checkbox"/> Master's Program	<input type="checkbox"/> Graduate Certificate Program
Tuition	\$12,096	\$15,264	\$10,176
Living Expenses (Room and Board)	\$12,375	\$12,375	\$8,250
Student Health Plan (NUSHP)*	\$2,384	\$2,384	\$2,384
Books and Personal Expenses	\$3,375	\$3,375	\$2,250
Total	\$30,230	\$33,398	\$23,060

Additional Expenses for Family Members

If you have any dependents you will be bringing to the U.S. with you, please show additional funds according to the table below and fill in the supplemental form located on the ISSI website here: <http://www.northeastern.edu/issi/forms.html>

Dependents	
<input type="checkbox"/> First dependent	Add \$8,000
<input type="checkbox"/> Each additional dependent	Add \$4,000

Financial Declaration – To be completed by the student or sponsor, unless government sponsored

Fill in the table below with your sponsor's information and have your sponsor sign and date. If you have your own funds, put "self" in the relationship section and write your own name, address and phone number.

	Sponsor Information
Sponsor name	
Relationship to student	
Sponsorship (U.S. dollars)	
Sponsor address and phone number	
Sponsor signature / date	

Please submit your sponsor's bank statement or a letter of certification from the bank along with this completed form.

- Financial documents must be issued within 9 months prior to your program start date.
- All submitted financial documents must be original and written in English with amounts listed in U.S. dollars.
- The name of the account holder on any bank documents must be in English.
- If funds on the bank statement are not in U.S. dollars, please attach a currency conversion from an online calculator such as <http://www.oanda.com/currency/converter/>
- If you are receiving government sponsorship, please provide a financial guarantee letter that has your name and major and the covered terms.

Delivery Instructions - Documents will not be mailed without complete and clear delivery instructions.

A. Pick up I-20 at ISSI (405 Ell) myself or name of friend/relative: _____

Notification when your I-20 is ready to be picked up will be sent to your Husky email account.

B. Mail my I-20 to the address below:

Street Address line 1: _____ Apt. _____

Street Address line 2: _____

City: _____ Country: _____

Area/Postal Code: _____ Phone: _____

This mailing address is valid until: mm _____ dd _____ yyyy _____

Important:

- Illegible addresses will prevent the delivery of your document.
- Please make your visa interview arrangements only *after* receiving your visa eligibility document from Northeastern and make your travel arrangements only *after* receiving your visa in your passport.

Checklist- Please check to see that your application is complete

A. Required for all students	B. Required for students who will be accompanied by dependents	C. Required for F-1 transfer students
<input type="checkbox"/> Copy of the ID page(s) of your passport, including picture, date of birth and expiration date <input type="checkbox"/> Original financial documents in English and valid within 9 months of the start of your program <input type="checkbox"/> Print out of currency conversion if financial document does not show U.S. dollars <input type="checkbox"/> Original scholarship letter, if sponsored by your Home Government	<input type="checkbox"/> All documents from Section A <input type="checkbox"/> Copy of ID page(s) of the passport for each dependent, including picture, date of birth and expiration date <input type="checkbox"/> Completed Dependent Information sheet available at: http://www.northeastern.edu/issi/forms.html	<input type="checkbox"/> All documents from Section A <input type="checkbox"/> ISSI Transfer-In Form signed by an International Student Advisor at your previous school <input type="checkbox"/> Copy of your current visa stamp <input type="checkbox"/> Copy of your Employment Authorization Document, OPT card (if any)

Student Certification and Signature

I certify that all statements on this form are true. I understand that under the Privacy Act the information I provide cannot be given to anyone outside Northeastern University without my written permission. I also agree to update the University of any changes in my personal or financial circumstances.

Name of Student (printed) _____ Date _____

Signature of Student _____ mm/dd/yyyy