

Certificate of Eligibility (Form I-20) Application Instructions

Southern Reformed College & Seminary ♦ International Student Office

Certificate of Eligibility Application:

Please read these instructions carefully before beginning the I-20 Application. Incorrect or incomplete information may lead to processing delays and/or the denial of a student visa.

- ❖ A Certificate of Eligibility is only issued to students who have been accepted to Southern Reformed College & Seminary as a student in a degree or eligible certificate program
- ❖ Completion of this form does not guarantee Certificate of Eligibility issuance
- ❖ The International Student Office (ISO) cannot process your request until you have submitted financial documents demonstrating your ability to finance your studies
- ❖ Complete the Certificate of Eligibility Application and submit via mail or e-mail to ISO
- ❖ Submit the Certificate of Eligibility Application **3 months** prior to your program start date

Instructions for Completing the Certificate of Eligibility Application:

- ❖ Section 1: Fill out information exactly as it appears on your passport
- ❖ Section 2: Fill your permanent address (your address in your home country)
- ❖ Section 3: Fill out information exactly as it appears on your dependents' passport
- ❖ Section 4: Calculate the total amount according to the degree program (refer to the Annual Estimated Cost Sheet)
- ❖ Section 5: **U.S. regulations require all international students to demonstrate that they have sufficient funds for their program of study (includes tuition, school fees, living expenses for students and their dependents).** For the purpose of issuing a Certificate of Eligibility, F-1 students must verify funds for one year of studies and access to sufficient funds to cover subsequent years.
 - If you are supporting yourself, provide a bank statement **written or translated into English** verifying that you have the stated funds
 - If you are receiving a scholarship, government grant, government loan, or a private bank loan, submit your award letter in lieu of the DFS and bank statement
 - If you will be supported by someone other than yourself, each person or organization providing financial support must complete a Confidential Declaration of Financial Support (DFS)
 - Each DFS must be accompanied by financial documents written or translated into English verifying sufficient funds to fulfill stated financial commitment
 - Acceptable financial documents:
 - Bank statement (written or translated into English with USD equivalent)
 - Letter from a bank on official letterhead signed by an authorized bank official (written or translated into English with USD equivalent)
 - Unacceptable financial documents:
 - Tax statements
 - Proof of property ownership
 - Retirement account
 - Stocks
 - Insurance policies
- ❖ Totals for Sections 5 should match or exceed total in Section 4
- ❖ Sign and date at the bottom

Certificate of Eligibility (Form I-20) Application Checklist

Southern Reformed College & Seminary ♦ International Student Office

- Complete I-20 application form

- Copy of passport biographic page
(applicant and all accompanying dependents)

- Financial document(s)

- Confidential Declaration of Financial Support
(if applicable)

Send documents via postal mail or email to:

Southern Reformed College & Seminary
International Student Office
26111 Beckendorff Road, Katy, TX 77493
U.S.A
email: isosrcs@gmail.com

Certificate of Eligibility (Form I-20) Application

Southern Reformed College & Seminary ♦ International Student Office

1. Application Information:

(as it appears on your passport)

Surname/Primary Name (Family/Last Name)		Given Name (First Name)	
<input type="checkbox"/>	Male	<input type="checkbox"/>	Female
Gender	Date of Birth (MM/DD/YYYY)	City of Birth	
Country of Birth	Country of Citizenship	Country of Permanent Residence	

2. Permanent Foreign Address:

(This must be the address where you live in your home country)

Number and Street Address (CANNOT be a Post Office Box)			
City	Province or State	Postal Code	Country
Phone Number	Email Address		

3. Family Members Accompanying F-1 Visa Student:

Last Name	First Name	Date of Birth (MM/DD/YYYY)	Country of Birth	Country of Citizenship	Relationship to the Applicant
					<input type="checkbox"/> Spouse
					<input type="checkbox"/> Son <input type="checkbox"/> Daughter
					<input type="checkbox"/> Son <input type="checkbox"/> Daughter
					<input type="checkbox"/> Son <input type="checkbox"/> Daughter
					<input type="checkbox"/> Son <input type="checkbox"/> Daughter

4. Estimated Minimum Cost:

*These costs are estimated. Actual amounts maybe higher. You will need to demonstrate that you have funds in the following section.
PLEASE NOTE: the amount below is an estimate for one year of study (or less) in the U.S.*

Name of Degree/ Certificate Program
Which semester do you plan to begin studies?

Please refer to the Annual Estimated Cost Sheet for the following amounts.

- 1 **Annual tuition:** US\$ _____
- 2 **Annual living cost for self:**..... US\$ _____
- 3 **Annual living cost for spouse (if applicable):**..... US\$ _____
- 4 **Annual living cost for child(ren) (if applicable):** US\$ _____

5	TOTAL ANNUAL AMOUNT NEEDED (add lines 1 - 4).....US\$
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5. Anticipated Source(s) of Support:

*This portion and the accompanying **Confidential Declaration of Financial Support** form is necessary to certify that you will be able to pay tuition and living expenses. F-1 students must verify funds for one year of study. A **Certificate of Eligibility (Form I-20)** for an F-1 student will **NOT** be issued unless this form is completed and the necessary certifications are obtained.*

A recent bank letter or bank statement (less than 3 months old) indicating available funds MUST accompany all DFS forms. Total support funds MUST be equal to or exceed total estimated cost. If you are financing your studies yourself, send a copy of your bank statement.

6 **Self:** **US\$** _____

_____ **Name of Bank or Financial Institution** _____ **City** _____ **Country**

Other sponsors (*Attach additional pages if necessary.*)

	Name	Relationship	Support Amount
7	_____	_____	US\$ _____
8	_____	_____	US\$ _____
9	_____	_____	US\$ _____

*Please have each sponsor above complete a **Confidential Declaration of Financial Support (DFS)** form.*

Though we do not verify your funds for subsequent years, you are expected to secure funds for the full duration of your studies.

TOTAL SUPPORT (add lines 6 - 9)
This amount should match or exceed the total in line 5: **US\$** _____

Disclaimer: Issuance of a Certificate of Eligibility is contingent upon acceptance into an eligible degree program. This form is not required for admissions and completion does not guarantee issuance of a Certificate of Eligibility. Please note that the International Students Office cannot process your request until you have received a letter of acceptance and have submitted financial documents demonstrating your ability to finance your studies.

By typing or signing my name and dating below, I certify that the above information including the information regarding the arrangements for financing my studies at Fuller Theological Seminary are true and accurate to the best of my knowledge.

Signature _____

Date _____

Annual Estimated Cost Sheet

Southern Reformed College & Seminary ♦ International Student Office

SUMMER 2020 - SPRING 2021

Use the amounts below to complete the ESTIMATED MINIMUM COSTS section of the *I-20 Application*.

Certificate/AA/BA

	Student	+ Spouse	+ Spouse + 1 Child	+ Spouse + 2 Children
Tuition (30credit x \$125)	\$3,750	\$3,750	\$3,750	\$3,750
Living Expense (\$18,000 x 1year)	\$18,000	\$18,000	\$18,000	\$18,000
Living Expense with Family (\$6,000 for spouse, \$4,000 per a child) x 1 year	0	\$6,000	\$10,000	\$14,000
Total	\$21,750	\$27,750	\$31,750	\$35,750

MA/MDIV

	Student	+ Spouse	+ Spouse + 1 Child	+ Spouse + 2 Children
Tuition (30credit x \$150)	\$4,500	\$4,500	\$4,500	\$4,500
Living Expense (\$18,000 x 1year)	\$18,000	\$18,000	\$18,000	\$18,000
Living Expense with Family (\$6,000 for spouse, \$4,000 per a child) x 1 year	0	\$6,000	\$10,000	\$14,000
Total	\$22,500	\$28,500	\$32,500	\$36,500

March 2020