

## STEP 1: APPLY TO SOUTHERN REFORMED

Apply to Southern Reformed College & Seminary and receive acceptance into a degree program.

## STEP 2: PREPARE DOCUMENTS

The Certificate of Eligibility (Form I-20/DS-2019) is a government form that allows you to obtain a student visa (F-1 or J-1) from a U.S. Consulate or Embassy and enter the U.S. as an F-1 or J-1 student. It is created by an SEVP approved school and sent to you prior to your start date. Carefully read all instructions and prepare documents necessary for the **Certificate of Eligibility (Form I-20)**. **To be eligible to receive a Certificate of Eligibility (Form I-20), submit a complete Certificate of Eligibility Application 4 months prior to your program start date. U.S Regulations require all international students to demonstrate that they have sufficient funds for their program of study (includes tuition, school fees, health insurance, and living expenses for students and their dependents).** For the purpose of issuing a Certificate of Eligibility (Form I-20), students must verify funds for a minimum of one year of study and access to sufficient funds to cover subsequent years.

## STEP 3: SUBMIT CERTIFICATE OF ELIGIBILITY APPLICATION

Submit a complete **Certificate of Eligibility (Form I-20) Application** *no later than four months prior* to the start date of your program. Upon proper completion of the application, the International Student Office will send you a Certificate of Eligibility (please allow two weeks for processing). A complete Certificate of Eligibility (Form I-20) Application will include the following:

- Certificate of Eligibility Application
- Copy of passport biographic page (applicant and all accompanying dependents)
- Financial document(s)
- Confidential Declaration of Financial Support (if applicable)
- Transfer Release Form (for F-1 students wishing to transfer to Southern Reformed College & Seminary from a SEVP approved school ONLY)

## STEP 4: PAY SEVIS FEE

Upon receiving your Certificate of Eligibility, pay the Department of Homeland Security **Student and Exchange Visitor Program (SEVIS) fee**.

## STEP 5: SCHEDULE A VISA INTERVIEW

Schedule a visa interview with the U.S. Consulate or Embassy. Bring your Certificate of Eligibility (Form I-20/DS-2019), passport, financial documents, Confidential Declaration of Financial Support (if applicable), Southern Reformed College & Seminary acceptance letter and SEVIS Fee payment receipt to the interview. Also be sure to check with your **local embassy** to verify whether they require any other documents for the visa interview.

## STEP 6: ENTER THE U.S.

When coming to the U.S. to begin a program at Southern Reformed for the first time, you may be asked to present the following documents at the Port of Entry:

- Certificate of Eligibility (Form I-20/DS-2019)
- Valid student visa and applicable dependent visa(s) (Canadian citizens exempt)
- Valid passport for each member of your family traveling with you
- Confidential Declaration of Financial Support-be prepared to show evidence of your financial ability to support yourself while you are in the U.S.

Upon being admitted to the U.S., Customs and Border Protection (CBP) will create an electronic I-94 admission record that will be available immediately online at <https://i94.cbp.dhs.gov/I94/#/home>. We recommend that students print out a copy of the I-94, which will be necessary in the case of employment and to apply for benefits such as a Social Security Number (SSN) or driver's license. Arrange housing ahead of time. If you do not have housing available before coming to the U.S., it is advisable to reserve a hotel or a temporary accommodation.

## STEP 7: REPORT TO ISO

Report to the International Student Office within 7 days of your arrival. To complete your check-in, please bring the following for yourself and any dependents:

- Certificate of Eligibility (Form I-20/DS-2019)
- Passport and U.S. Visa
- U.S. Address
- I-94 Admission Record

# VISA WAIVER PROGRAM & TOURIST VISAS

Students currently holding a tourist visa or coming from a member country of the **Visa Waiver Program** must still obtain a student visa in order to begin an academic program in the United States. U.S. regulations do not allow persons who enter the US on a tourist visa or the VWP to enroll in courses for an academic program during their stay in the United States. This applies for both long-term and short-term programs.

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