

Carnegie Mellon University
Office of International Education

INSTRUCTIONS

The information requested on the International Student Information form is required from you to issue a Certificate of Eligibility (I-20 or DS-2019) for Carnegie Mellon University. International students must have a Certificate of Eligibility in order to legally enter and/or remain in the United States. Once you have accepted your department's offer of admission, complete this form accurately and mail it along with all required supporting documents to:

Carnegie Mellon University
Office of International Education
Warner Hall, Third Floor
Pittsburgh, PA 15213

Checklist

Before mailing these forms, you should review all details carefully. Forms that are sent by email or fax will not be processed. Incomplete and illegible forms and/or packages will not be processed.

Be sure to include **all** of the following as **one complete package**.

- Completed International Student Information Form
- Completed Affidavit of Support (if required)
- Original financial documentation
- Copy of the picture page of the passport (for student and dependent(s))

Keep a copy of these completed forms for your records.

Acceptable Sources of Funding

1) *Personal Funds*

Submit an **original** bank statement or **original** bank letter on official letterhead showing available funds in your name. Loans in your name are considered 'Personal Funds'.

2) *Family or Individual Sponsor*

Submit an **original** bank statement or **original** bank letter on official letterhead AND the completed Affidavit of Support Form.

3) *Employer or Private Organization*

Submit an **original** letter from sponsoring organization on official letterhead, addressed to Carnegie Mellon University, clearly stating the exact amount to be provided & period of funding.

4) *Government Funding*

Submit an **original** letter from sponsoring organization on official letterhead, addressed to Carnegie Mellon University, clearly stating the exact amount to be provided & period of funding.

5) *Carnegie Mellon Support*

Submit a **photocopy** of your Carnegie Mellon admission letter and/or award letter.

All financial documents must:

- be in English (or an official translation)
- be original documents (no copies, faxes or scans)
- be dated less than 6 months from the date of submission
- clearly state the name of the account holder and the available balance in the account
- Financial support must equal or exceed tuition and expenses for the first academic year. However, we must also consider how you will meet the expenses for the remainder of your program. Therefore, you or your sponsor must include additional financial statements or a letter explaining how the expenses will be paid.
- Life insurance policies, retirement accounts, Chartered Accountant statements, real estate and personal property are NOT acceptable.
- Internet bank accounts must clearly state the name of the account holder, account balance and date.
- You should obtain 3 sets of original financial documents. Submit one set with this application, keep one set for your visa application and carry one set with you to present to the immigration officials upon entry to the US.
- Notarized statements are not required.
- Foreign currency will be converted upon review of the file, if necessary.

PROGRAM INFORMATION

Carnegie Mellon School/Department: _____

Level of Study: Certificate Masters Ph.D. Other: _____

Semester Start Date: Summer (May) June/July Fall (August) Spring (January)

Estimated Program Length: _____ months **OR** _____ years

Will you attend a summer preparatory program at Carnegie Mellon prior to the semester? If yes, provide the following:

Name of program: _____ Dates of program: _____ to _____

If there is an additional expense for this program, include it with tuition below.

FUNDING INFORMATION

Before OIE can issue your I-20 or DS-2019, we must receive proof of financial support for the first academic year of study at Carnegie Mellon as well as the potential for continued financial support for the remainder of your program. The minimum amount of funding you must provide shall equal or exceed the expenses noted below. If support will be provided for subsequent years, include financial documentation or attach a letter describing how the funding will be provided.

12 Month Minimum Expenses for Academic Year 2012-2013

Tuition (refer to department information)	\$
Living and miscellaneous expenses	\$ 16,113
Books / Supplies / Fees	\$ 2,212
Health Insurance (individual) (estimate)*	\$ 1,147
TOTAL	\$
Dependent expenses**	\$
TOTAL plus dependent expenses	\$

* Estimate only based on 2011-2012 costs for student health insurance. Actual cost may vary.

** If applicable, include \$7,716 for spouse, \$4,464 for first child and \$3,828 for each additional child who will be with you in the U.S.

Complete the following 'Source of Funds' section and provide required supporting financial documents. Refer to the INSTRUCTIONS under Acceptable Sources of Funding or www.cmu.edu/oie, "Foreign Students, Coming to Carnegie Mellon".

SOURCE OF FUNDS Fill in the blanks that apply to your situation.

1) *Personal Funds* \$ _____

Submit an **original** bank statement or original bank letter showing available funds in your name.

2) *Family or Individual Sponsor* \$ _____

Submit an **original** bank statement or bank letter PLUS the completed Affidavit of Support (See Page 4).

NOTE: Life insurance policies, retirement accounts, Chartered Accountant statements, real estate and personal property are NOT acceptable. Notarized statements are not required.

3) *Employer or Private Organization* \$ _____

Submit an **original** letter from sponsoring organization describing exact amount provided & period of funding.

4) *Government Funding* \$ _____

Submit an **original** letter from sponsoring organization describing exact amount provided & period of funding.

5) *Carnegie Mellon Support* \$ _____

Submit a **photocopy** of your Carnegie Mellon admission or award letter.

TOTAL \$ _____

Total amount should meet or exceed the 12-month minimum expenses calculated above.

STUDENTS WHO ARE IN THE U.S. PRIOR TO ATTENDING CARNEGIE MELLON

Answer the following questions **ONLY** if you are currently in the U.S. as a student. Those who will attend an ESL or other short-term academic program in the U.S. immediately before attending Carnegie Mellon should also answer these questions.

What is your immigration status? F1* J1* F2 J2 H1B Other: _____

*For F1 or J-1 status, please give the name of your current U.S. school: _____

IMPORTANT: If you currently attend a school in the U.S. you must complete a "Transfer In Form" and ask the foreign student advisor of your current school to release your SEVIS record to Carnegie Mellon. You may access the "Transfer In Form" on www.cmu.edu/oie "Coming to Carnegie Mellon from within the U.S." or send an email; Subject: Request the "Transfer In Form" to ocie@andrew.cmu.edu. The I-20 for Carnegie Mellon will not be processed until OIE has receipt of the completed "Transfer In Form".

Will you travel outside the United States before coming to Carnegie Mellon? Yes No
If you are currently a student in the U.S., be sure to provide the correct mailing address effective after the SEVIS release date under 'Shipping Information' on page one of this form.

DEPENDENT INFORMATION

Complete the following information **only** if your spouse and/or children will accompany you to the United States and will apply for an F-2 or J-2 visa status. Include a copy of the picture page of the passport for each family member.

- | | | | | | |
|----|-------------------------|-----------------------------------|-------------------------|------------------------|--|
| 1) | _____ | _____ | _____ | _____ | _____ |
| | FAMILY NAME, First Name | Date of Birth
(month/day/year) | City / Country of Birth | Country of Citizenship | Relationship to student
(spouse, son, daughter) |
| 2) | _____ | _____ | _____ | _____ | _____ |
| | FAMILY NAME, First Name | Date of Birth
(month/day/year) | City / Country of Birth | Country of Citizenship | Relationship to student
(son, daughter) |
| 3) | _____ | _____ | _____ | _____ | _____ |
| | FAMILY NAME, First Name | Date of Birth
(month/day/year) | City / Country of Birth | Country of Citizenship | Relationship to student
(son, daughter) |
| 4) | _____ | _____ | _____ | _____ | _____ |
| | FAMILY NAME, First Name | Date of Birth
(month/day/year) | City / Country of Birth | Country of Citizenship | Relationship to student
(son, daughter) |

By signing my name to this form I certify that: 1) I have read the instructions, completed all information accurately and the above information is true and correct to the best of my ability, and 2) the above is a true and correct statement of the arrangement for financing my studies at Carnegie Mellon University.

Print and sign.

Signature: _____

Date: _____

