



## I-20 Request Form

### Declaration and Certification of Finances (DCF)

### Global Pathways

e-mail: [GlobalPathways@kaplan.com](mailto:GlobalPathways@kaplan.com) phone: (617) 373-7508 web: <http://www.global-pathways.com/northeastern-boston/>

In order for the OGS to issue a Certificate of Eligibility (Form I-20), we require that you supply the information on this form. You will need the Form I-20 to apply for a 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.

**Please note that your I-20 cannot be issued until the I-20 Request Form is 100% complete and accurate and all required financial documentation has been submitted. This form must be completed in English, typed or printed clearly. Any blank fields will cause a delay in the I-20 process.**

#### Instructions:

- Please type or print your responses.
- Make sure that all sponsor information and documents are accurate, complete and original.
- Submit this completed form along with financial documents to 10 Belvidere, attention Global Pathways.
- Financial certification's issue date must be within **9 months** prior to the program start date, written in English, and should include your sponsor's name, the date of issuance, and the current balance.

If you are coming to Northeastern from outside of the United States, then you must submit this completed I-20 Request Form along with a copy of the identity page(s) of your passport.

If you are currently studying at another college or school in the United States then you must also submit the Transfer-in Verification Form [<http://www.northeastern.edu/ogs/wp-content/uploads/2016/08/Transfer-In-Verification-Form-for-F-1-Students-1.pdf>], and submit it to your current/previous school's international student office.

If you are currently in the United States in another visa status, please contact the Office of Global Services (OGS) at 617-373-2310 or [ogs@northeastern.edu](mailto:ogs@northeastern.edu) to speak with an advisor.

### **Estimate of Expenses for the 2018-2019 Academic Year**

*These figures are estimates for the 2018-2019 academic year and are subject to change at any time by the Northeastern University Board of Trustees.*

	<input type="checkbox"/> Post-Graduate Global Pathways Program	<input type="checkbox"/> Post-Graduate Global Pathways Program
<b>Based on</b>	<b>1 semester (4 months)</b>	<b>2 semester (8 months)</b>
Tuition & Fees	\$17,750	\$28,436
Living & Personal Expenses	\$7,700	\$15,400
<b>Total</b>	<b>\$25,450</b>	<b>\$43,836</b>
<b>Dependents</b>	<b>1 semester (4 months)</b>	<b>2 semester (8 months)</b>
Spouse	Add \$5,000	Add \$10,000
Each child under 21	Add \$3,000	Add \$6,000

## Dependents

Please note: Any student who will be accompanied by dependents should submit the supplemental form located on the OGS website [<http://www.northeastern.edu/ogs/wp-content/uploads/2016/09/Dependant-Information-Form.pdf>] along with a photocopy of the identity page(s) of the dependent's passport.

## Personal Information

### All information must match your current passport

Gender:  Male  Female

Marital Status:  Single  Married

Family/Last/Surname(s): \_\_\_\_\_

Given/First and Middle name (s): \_\_\_\_\_

Date of birth: mm\_\_\_\_ / dd\_\_\_\_ / yyyy\_\_\_\_\_

City of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Legal Permanent Residence: \_\_\_\_\_

### Permanent Address in Home Country

Street \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Email address\* \_\_\_\_\_

\*Email is our primary method of communication with you

## Immigration Status Information

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

If yes, what is your current immigration status?  F-1  J-1  Other – please indicate: \_\_\_\_\_

2. Will you be finishing studies at a U.S. high school, language school or university and intend to transfer your SEVIS record to Northeastern University?  Yes  No

If you selected "Yes" to question 1 and 2, you will need to submit the required Transfer-In Verification Form along with this I-20 Request Form. If you have questions about your status as a transfer student, please contact the OGS to speak to an advisor.

### Current U.S. Address (Required for transfer students only)

Street \_\_\_\_\_ Apt. \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

U.S. Phone \_\_\_\_\_

Office of Global Services, 405 Ell Hall, 360 Huntington Ave, Boston, MA 02115

northeastern.edu/ogs | [ogs@northeastern.edu](mailto:ogs@northeastern.edu) | (p) 617.373.2310 | (f) 617.373.8788

## **Financial Declaration**

<b>To be completed by the student's sponsor:</b>	<i>I hereby certify that I am willing and able to provide the total amount for all educational and living expenses for the duration of the student's Global Pathways program for the 2018-2019 academic year.</i>
Sponsor name	
Relationship to student	
Sponsor address	
Sponsor signature	
Date	

## **Certification of Sources of Funds and Amounts**

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.
- 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>.
- If you are receiving government or company sponsorship, please provide a financial guarantee letter that has your name, the length of time and amount covered for both Global Pathways and the graduate degree program.

### **Financial sources must be readily available liquid assets, such as:**

- Checking or savings accounts
- Money market accounts
- Certificates of deposit (with maturity dates no later than the start date of the program)
- Fixed and term deposits (only if the funds are/will be ready by the start date of the program)
- Approved Educational loans
- Benevolent accounts
- Current accounts
- University scholarships
- Financial guarantee letter
- Post Office Account
- Balance Certificates
- Government Funding

### **The following are examples of sources that are NOT acceptable:**

- Investment portfolios
- Stocks or bonds
- Mutual funds
- Retirement plans
- Educational loan applications
- Public Provident funds
- Available lines of credit
- Deeds to real estate
- Leases with rental income
- Salary agreements or paystubs
- Income tax forms
- Wire Transfer Receipts

**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"/> Authorized financial documents in English and issued 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"/> All documents from <b>Section A</b> <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: <a href="http://www.northeastern.edu/ogs/wp-content/uploads/2016/09/Dependant-Information-Form.pdf">http://www.northeastern.edu/ogs/wp-content/uploads/2016/09/Dependant-Information-Form.pdf</a>	<input type="checkbox"/> All documents from <b>Section A</b> <input type="checkbox"/> OGS Transfer-In Form signed by an International Student Advisor at your previous school <input type="checkbox"/> Copy of your current visa stamp (optional)

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**Student Certification and Signature**

I certify that all statements on this form are complete, accurate and 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 agree to update the University of any changes in my personal or financial circumstances.

I also understand that my financial obligations to Northeastern University are solely my responsibility through the duration and until the completion of my academic program.

Name of Student (printed) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Student \_\_\_\_\_