



## GENERAL INSTRUCTIONS

- You may deliver or scan and email your documents to us. DO NOT send originals.
- Please complete the application neatly and provide us with your e-mail address.
- If you are issued an I-20, we will email you when it is ready for pick up. If you are not on campus, we will email you the PDF of your I-20 so that you may schedule your appointment for a U.S. visa interview. We will also send your I-20 to the mailing address indicated in your application.

## ELIGIBILITY FOR AN I-20

- You must be a “bona fide” student, meaning that you have been accepted to a full-time F-1 program of study.
- You must prove that you can support the costs of living and studying in the U.S. for each year of the F-1 program of study.

## TRANSFERRING TO FTC

If you are currently in the US on an F-1 visa and intend to transfer to Fei Tian College, you **MUST** complete the F-1 Student SEVIS Record Transfer Request form and submit it as part of your I-20 application package.

## ENGLISH PROFICIENCY

While English proficiency is not a required standard for admission to the College, it is strongly encouraged.

## FINANCIAL SUPPORT DOCUMENTATION

In order to receive an I-20, you must prove that you have sufficient funds to cover all educational costs of your program, including tuition, fees, housing, etc.

All financial documents submitted must be **from within the past six (6) months, clearly state the currency (converted to U.S. dollars), and be in English.** Your financial support can come from any combination of the following sources in the U.S. or abroad:

- Outside scholarships and/or funds (e.g., school scholarship award)
- Receipt of your tuition payment
- Personal funds (in the applicant’s name)
- Sponsor funds (from parents, relatives, friends, organizations, etc.)
- Evidence of income (required if savings do not cover at least 3 years of expenses): this may be either:
  1. Letter or paystubs from the sponsor’s employer, on official letterhead, showing: date and nature of employment; salary paid; and whether the position is temporary or permanent
  2. OR if self-employed, the sponsor’s most recent income tax return or similar government document showing the income of the sponsor or the *individual who signed the Affidavit*. For guidance on showing income for self-employed sponsors outside of the U.S., please see the U.S. Consulate webpage for the sponsor’s country. Persons filing U.S. tax forms, please submit only pages 1 and 2 of Form 1040 from the Personal Tax Return.

It is recommended that, except in the case of full scholarship recipients, at least part of your financial support come from your home country. This is important for proving home country ties during your U.S. visa interview.

Financial support documentation consists of available funds and/or income, and if using a sponsor the Promise of Cash Support.

- Documentation showing available funds must be enough to cover educational costs for the entire program - **or** for one year plus proof of income.
- Financial documents **MUST** be in the name of the sponsor and be a personal account. If the bank statement is in the name of more than one person, each individual must complete the Promise of Cash Support.

## IMPORTANT INFORMATION YOU SHOULD KNOW

- DO NOT enter the U.S. on a B-1/B-2 visa in order to study full time. You must first obtain an I-20 and apply for change of status to F-1.
- You need an I-20 to obtain an F-1 student visa or status, and to keep lawful F-1 status when transferring schools within the U.S.
- F-1 visa holders cannot enter the United States earlier than 30 days before the program start date indicated on the I-20



<b>I-20 Application Package Checklist</b>	
I have attached the following documents in support of my application.	
<b>I-20 Application form</b> (required)	
<b>Passport photo page</b> (required)	
<b>FTC Letter of Approval for Admission</b> (required)	
<b>Status change documentation</b> (required only if you are switching from a different nonimmigrant status to F-1 status)	<ul style="list-style-type: none"> <li>🍏 Official letter from the U.S. government (i.e., USCIS)</li> </ul>
<b>Transfer student documents</b> (required only for students already in F-1 status in the U.S.):	<ul style="list-style-type: none"> <li>🍏 F-1 SEVIS Record Transfer Request form (completed and signed by the DSO at your current transfer-out school)</li> <li>🍏 Current I-20</li> <li>🍏 Valid F-1 visa or, for Canadian citizens, white card showing F-1 status</li> <li>🍏 Most recent I-94 print out</li> <li>🍏 Current EAD card, if any</li> </ul>
<b>Sufficient financial documentation</b> (required - any combination of the following):	
Financial assistance from FTC	<ul style="list-style-type: none"> <li>🍏 Fei Tian Full Scholarship Award Letter</li> </ul>
Personal financial documents (if funds are in applicant's name):	<ul style="list-style-type: none"> <li>🍏 Receipt of tuition payment</li> <li>🍏 Bank statement within the past 3 months</li> <li>🍏 Signed acknowledgement in Part 3 of the I-20 Application form</li> </ul>
Financial sponsor documents <b>MUST</b> submit all three documents <u>per sponsor</u> (if sponsored by parents or third party):	<ul style="list-style-type: none"> <li>🍏 Promise of Cash Support</li> <li>🍏 Proof of income</li> <li>🍏 Bank statement within the past 3 months</li> <li>🍏 Signed acknowledgement in Part 3 of the I-20 Application form</li> </ul>
Room and Board sponsor documents (if you will live off campus)	<ul style="list-style-type: none"> <li>🍏 Promise of Free Room and Board</li> <li>🍏 Proof of address (lease, deed, rent receipt, pay stub, or utility bill)</li> </ul>



I-20 APPLICATION

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Tel: (845) 672-0550 — Fax: (845) 977-0481

www.feitian.edu

As an admitted student intending to study in the United States at Fei Tian College, you must submit a completed, signed, and dated I-20 application package in English to the Office of International Services (OIS). If you are already in F-1 status, you must additionally submit an F-1 SEVIS Record Transfer Request Form, available from OIS. Please read the attached I-20 Application Instructions before completing this form, and contact OIS if you have any questions at: international@feitian.edu.

Note: ALL FIELDS ARE REQUIRED. WRITE NEATLY & CLEARLY TO PREVENT I-20 ERRORS.

PART 1. APPLICANT INFORMATION

OFFICIAL NAME (as it appears in your passport) INTENDED START SEMESTER (circle one): May / September

GENDER Male Female DATE AND PLACE OF BIRTH mm/dd/yyyy town/city, country (as it appears in passport)

COUNTRY OF CITIZENSHIP COUNTRY OF PERMANENT RESIDENCE

TELEPHONE NUMBER (US or foreign) EMAIL ADDRESS

PERMANENT ADDRESS outside the US number & street town/city state/province postal/zip code country

EMERGENCY CONTACT PHONE NUMBER (for your permanent address)

Is your permanent address the one to which you want your I-20 mailed? Yes No

If no, to where should documents be sent? number & street town/city state/province postal/zip code country

I (circle one) will / will not be living on campus in my first semester.

PART 2. DOCUMENTS TO INCLUDE FOR A COMPLETE APPLICATION

- FTC Letter of Approval for Admission (required)
Copy of passport photo page (required)
Sufficient financial documentation (required): e.g., Scholarship Letter
Transfer documents (if applicable): e.g., F-1 SEVIS Record Transfer Request, I-20, F-1 visa, I-94
Status change documentation, if you are in the US on a non-F1 visa (if applicable)

PART 3. ACKNOWLEDGEMENT AND SIGNATURE

I, the undersigned, certify to the best of my ability that the attached information is true and complete. I understand that I am required to have sufficient funding for the first year of my program in money already available to me to cover full-time tuition and living expenses. I understand that adequate funding must be available for the duration of my program at Fei Tian College and anticipate that I will have equally dependable sources of funding for subsequent years.

I understand that all students at the College are required to have at least \$3,500 in monies available to them each year to put toward personal expenses. I confirm that I have USD\$ in personal funds and USD\$ in (circle one) parental / family monies available to me to put toward my personal expenses.

APPLICANT SIGNATURE (required for all ages) DATE

PARENT/GUARDIAN SIGNATURE (if applicant is under 18) DATE

For FTC office use only

I-20 Application Decision: Approved Denied | on (date) DSO Initials

DSO Comments, if any