



**APPLICATION FOR THE IMMIGRATION CERTIFICATE OF ELIGIBILITY - (Form I-20)**

International students who are admitted into a degree program at CUNY will need to obtain a Certificate of Eligibility (Form I-20), in order to enter and /or remain in the U.S. as an F-1 student. This requirement applies whether you are a new student, a transfer from another U.S. university, or a student transferring between CUNY colleges.

(All fields highlighted in red are **required**)

CUNY EMPL ID (if known)					
1	Name as in passport	Family Name      Given Name      Second Given or Middle Name			Male    Female    X
		Sex (check one)			
2	Date of Birth	Month / Day / Year	Place of Birth	City      Country	
3	Country (ies) of Citizenship	Country of Residence			
4	Permanent Overseas Address <small>Required by U.S. Government Regulations</small>	Number & Street		City, State	Country      Postal Code
5	U.S.A. Address (if Known)	Number & Street		City	State      Country      Postal Code
6	Present Mailing Address	Number & Street		City, State	Country      Postal Code
7	Telephone Number	+	Email Address		
8	Semester of Enrollment (Expected)	Fall 20__	Spring 20__	9 Program	Associate Degree
					Certificate Program
10	Academic Major			11 Are you currently studying at a U.S. institution or college?	Yes      12 Do you currently hold F-1 status?      Yes
					No      No      No

**TO BE COMPLETED BY APPLICANTS ALREADY IN THE U.S.**

If you are currently in the U.S., please indicate your immigration status. Attach a copy of the passport pages with the passport number, expiration date of passport, and the U.S. visa stamp. Include copies of both sides of Form I-94 for yourself and accompanying family members.

13	F-1 Student Status	<input type="checkbox"/> Yes <input type="checkbox"/> No	I-94 Admission #	Attach copies of <b>ALL</b> your previously issued Forms I-20	
14	University that issued most recent Form I-20	SEVIS Number		N	
15	Current U.S. School	Name: _____			
		Address: _____ Number & Street      City      State      Zip Code			
16	Other Immigration Status (If Applicable, specify type)				
17	I-94 Admission #	I-94 Expires on	____ / ____ / ____		
			Month      Day      Year		

## DECLARATION & CERTIFICATION OF FINANCES

Please indicate the source and amount of your financial support for the first four years of study for Bachelor's degree candidates and two years for Associate's degree candidates. The CUNY college that has admitted you requires documentation of guaranteed support for the first year and projected support for future years. Note that costs may rise 7-10% annually. Total amounts must meet or exceed the estimate of expenses (see "Sponsor Supporting Evidence" page).

U.S. immigration authorities require colleges to receive satisfactory financial certifications from prospective students before issuing a Form I-20. Therefore, you must attach original documents for each source of financial support you indicate. Please refer to the "Sponsor Supporting Evidence" page for a list of acceptable supporting documents. Be sure to have an additional set of original documents for your appointment at the U.S. Consulate (or Embassy) overseas. Complete and send in this page with your application. Provide as much detail as possible.

<b>SOURCE OF FINANCIAL SUPPORT</b> (Amount in U.S. Dollars)	<b>Guaranteed Support</b>	<b>Projected Support</b>	<b>Projected Support</b>	<b>Projected Support</b>
	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>4<sup>th</sup> Year</b>
<b>A Student</b>				
Name _____				
Name of Bank _____				
Location _____ (city) (country)				
<b>The Student must provide the following documents in English:</b> 1) Bank officer's summary statement of account history. 2) Stock brokerage account statements, if any.	\$	\$	\$	\$
<b>B Parents, and/or other Individual Sponsors</b>				
Name _____	\$	\$	\$	\$
Relationship to Student _____				
Name _____	\$	\$	\$	\$
Relationship to Student _____				
Name _____	\$	\$	\$	\$
Relationship to Student _____				
<b>C Government, University, or Other Sponsor</b>				
Source _____	\$	\$	\$	\$
Source _____	\$	\$	\$	\$
Source _____	\$	\$	\$	\$
<small>(Attach current signed official copy of the terms of sponsorship, including amount of support in U.S. Dollars and period covered.)</small>				
<b>GRAND TOTALS</b> (Each total must equal the estimate of expenses for one year.)	\$	\$	\$	\$

**The College cannot issue a Form I-20 until you meet all requirements for financial documentations.**

By signing my name to this form, I certify that the information above is a correct statement of my arrangements for financing my studies at a two year or four year college of The City University of New York.

Student's signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Name \_\_\_\_\_

# AFFIDAVIT OF SUPPORT

This form is for individuals using their own income and/or savings to support a student. It must be completed by the person who will provide the student with full or partial support and/or room and board during the student's course of study at the City University of New York. **Sponsors providing financial support must complete items 1-6; sponsors providing room and/or board must complete items 1, 2, and 7.**

## SPONSOR INFORMATION

1

I, \_\_\_\_\_, citizen of \_\_\_\_\_  
Name of sponsor Country/ies  
and residing at \_\_\_\_\_  
Street City/State Country Postal Code Telephone

### Certify the following:

2

I am employed with \_\_\_\_\_  
Name of employer  
located at \_\_\_\_\_  
Street City/State Country Postal Code Telephone  
I receive an annual income of \$ \_\_\_\_\_ (U.S.) from this employment.

*Attach a current salary confirmation statement written by that employer, or verification of annual income for self-employed or retired individuals. The employer statement or verification of annual income must be written in English or come with a certified translation.*

3

I have \$ \_\_\_\_\_ on deposit with: **Name of Bank** \_\_\_\_\_  
Bank Address \_\_\_\_\_  
Street City/State Country Postal Code

4

### Attach bank officer's statement of account history.

4a

I currently support # \_\_\_\_\_ persons (including myself). Our total annual income is \$ \_\_\_\_\_ (U.S.)  
Our total family expenses are \$ \_\_\_\_\_

4b

I sponsor \_\_\_\_\_ (number) individuals for immigration in addition to this affidavit.

## STUDENT SUPPORT INFORMATION

5

This affidavit is executed on behalf of \_\_\_\_\_ who was born on \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_. S/He is my \_\_\_\_\_.  
Name of student M D Y Relationship to sponsor

6

I hereby certify that I am willing, able, and do commit to provide \_\_\_\_\_ with the annual amount of \$ \_\_\_\_\_ (U.S.)  
Name of student  
for his/her tuitions, fees and/or living expenses each year during the entire program of study at The City University of New York until \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_.  
(Give a date when the sponsorship is expected to terminate.)

## ROOM AND BOARD SUPPORT INFORMATION

To be completed if student will live in the sponsor's home in the U.S.

7

I hereby certify that I will provide \_\_\_\_\_ with (check one):  
Name of student  
Room only in my home at the address \_\_\_\_\_  
indicated above, valued at **\$23,904** Full room and board in my home as indicated above, valued at **\$29,680**  
during each year that s/he follow a program of study at CUNY.

Note that this value cannot be included in any amount of support being provided in #6, above. Attach a copy of your lease or deed or three consecutive mortgage statements or copy of a statement from your landlord.

**Signature of Sponsor** \_\_\_\_\_ **Date** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**Please Print Name** \_\_\_\_\_ **Date** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_



This affidavit must be signed

By signing my name to this affidavit, I certify that the information above is a correct statement of my agreement to sponsor the student herein named.

## SPONSOR SUPPORTING EVIDENCE

A sponsor must show sufficient income and/or financial resources to assure that the student being sponsored will not become a public charge (receive Federal or State low income benefits or services) while in the United States. Evidence should consist of copies of any or all the following documentation listed below that are applicable to the sponsor's situation. Failure to provide evidence of sufficient income and/or financial resources may result in the denial of the student's application for a visa or his or her removal from the United States. It is advisable that all funding supporting be notarized.

**The sponsor must submit evidence of income and resources, as appropriate:**

A	<p><b>Written Statement from an officer of the bank or other financial institution or brokerage where the sponsor has accounts, giving the following details regarding the account:</b></p> <ol style="list-style-type: none"> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">1</span> Date account opened.</li> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">2</span> Total amount deposited for the past year.</li> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">3</span> Present balance.</li> </ol>
B	<p><b>Statement of your employer on business stationary showing:</b></p> <ol style="list-style-type: none"> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">1</span> Date and nature of employment.</li> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">2</span> Salary aid.</li> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">3</span> Whether the position is temporary or permanent.</li> </ol>
C	<p><b>If self employed:</b></p> <ol style="list-style-type: none"> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">1</span> Copy of last income tax return filed</li> </ol> <p style="text-align: center; font-weight: bold; margin: 5px 0;">OR</p> <ol style="list-style-type: none"> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">2</span> Report of commercial rating concern.</li> <li><span style="background-color: #808080; color: white; padding: 2px 5px; font-weight: bold;">3</span> Schedule of assests with supporting documents.</li> </ol>

### Estimate of 2024 - 2025 Expenses for International Students attending the City University of New York

	<p><b>TUITION &amp; FEES</b> per academic year (12 months)</p>	\$8,133	<p>Tuitions &amp; Fees stated are based on the student taking 12 credits per semester.</p> <p>This is the minimum number of credits required to be a full time student (necessary to maintain lawful immigration status).</p> <p>If you take more than 12 credits, you will be charged at the rate of:</p> <p><b>\$320 per Credit.</b></p>
┌	Books & Supplies	\$ 1,500	
	Transportation	\$ 1,584	
<b>Student Living Expenses</b>	Personal Expenses	\$ 3,690	
	Housing	\$ 23,904	
	Meals (at home)	\$ 5,776	
└			
	<b>Total Student Living Expenses</b>	<b>\$36,454</b>	
	<b>GRAND TOTAL</b> (Tuitions & Fees + Student Living Expenses)	<b>\$ 44,587</b>	

## I-20 APPLICATION CHECKLIST

Email: [ISA@kbcc.cuny.edu](mailto:ISA@kbcc.cuny.edu)

Tel: 718-368-6800

- Initial Students (Page 1 Only)                       Transfer Student (Page 1 & 2)

**1. COPY OF YOUR VALID PASSPORT (IDENTIFICATION PAGE)**

**2. APPLICATION FOR IMMIGRATION CERTIFICATE OF ELIGIBILITY DECLARATION & CERTIFICATE OF FINANCE FORM (Pages 1 & 2)**

*(Along with this completed form, please provide us with the following original documents, translated to English, not older than 3 months)*

**If you are supporting yourself:**

**BANK STATEMENT** in your name, which states the date the account was opened, current balance, average deposits and average balances with exact figures for the complete program:

College Program: \$44,587 per year                       ESL Program: \$32,138 per year

**If you are receiving cash support from an individual or company:**

**AFFIDAVIT OF FINANCIAL SUPPORT** completed by each individual sponsor.

**BANK LETTER** in the name of the sponsor, which states the date the account was opened, current balance, average deposits and average balances **in exact figures**. If the account is in the name of more than one person, each individual must submit a separate affidavit of support

**3 MOST RECENT BANK STATEMENT\***  
May be requested in addition to bank letter

**PROOF OF CONTINUED SUPPORT**

**If the sponsor is individual, any one of the following:**

**JOB LETTER:** Verification of employment on letterhead stationery.

**SELF EMPLOYED:**

- Income estimate by a bank or private accountant
- The most recent income tax documentation (for US citizens W2)
- Property estimate issued by the certified accountant
- Certificate of bonds or stocks

**If the sponsor is a Company:**

- The most recent "profit and loss statement" for the company.

**If you are receiving free room and board:**

**JOB LETTER:** Verification of employment on letterhead stationery

**NOTARIZED AFFIDAVIT FOR FREE ROOM AND BOARD** (Items 1, 2 & 7 ONLY)

**PHOTOCOPY OF LEASE, DEED, MORTGAGE STATEMENTS\* OR RENT RECEIPTS\*** (\*three consecutive ones)

## I-20 APPLICATION CHECKLIST

### **If You Are A Transfer Student You Must Also Provide The Following:**

**3. COPIES OF ALL YOUR PREVIOUS I-20s**

**4. COPY OF YOUR I-94 ARRIVAL-DEPARTURE RECORD**

I-94 can be found on: <https://i94.cbp.dhs.gov/I94/#/home>

**5. TRANSFER ENROLLMENT STATUS FORM**

**This form will be given to you after you have submitted your I-20 application and we have verified that you qualify for an I-20. The International Student Advisor at the school from which you are transferring must complete this form.**

*Upon receipt of the above-mentioned documents, your SEVIS Form I-20 will be processed once your previous school has released your records to us. Please note that a SEVIS Form I-20 may not be issued prior to the Release Date on the Transfer Enrollment Status Form and NOT until the designated official from your previous school releases your records from the SEVIS System.*

*Once you have your SEVIS I-20, be sure to register FULL TIME. This will complete your SEVIS requirements.*