



OFFICE OF INTERNATIONAL PROGRAMS

2018-2019 FINANCIAL CERTIFICATION

INSTRUCTIONS/ACCEPTABLE DOCUMENTS

All supporting financial documents must be **in English** or accompanied by a notarized English translation showing available **liquidable funds**. The financial documents cannot be older than **three months** at the time of submission to Salve Regina University in order to be considered valid. Appropriate documents reflecting financial ability include, but are not limited to, the following:

- Bank Letter, stamped and signed by a bank official, and specifies the date, monetary currency, and name of the account holder.
- Salve Regina University scholarship award letter (if applicable)
- Signed letter from the U.S. Government, Home Government, International Organization, Company, or Employer on government or organizational letterhead specifying dates, amount, monetary currency, and terms of sponsorship.
- An individual sponsor who is not a U.S. citizen, U.S. Permanent Resident, or non-immigrant legally present in the U.S., must sign the Certification of Finances Form and attach supporting financial documents.
- An individual sponsor who is a U.S. citizen, U.S. Permanent Resident, or non-immigrant legally present in the U.S., must submit a completed I-134 Affidavit of Support Form with supporting financial documents. *Please Note: Under item #7, please do not submit a copy of your last income tax return. You can access the form here: <http://www.uscis.gov/sites/default/files/files/form/i-134.pdf>*
- Affidavit of Support (must be signed by everyone who is sponsoring the student)
- Affidavit of Housing Support (if the student will live with a sponsor in the U.S.)

Sample documents can be found here: <http://www.salve.edu/document/financial-certification-sample-documents>

Please note that these supporting financial documents will also be required at the U.S. Embassy or Consulate when you apply for your visa.

SEND A COPY OF YOUR PASSPORT ALONG WITH THE APPLICATION



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PART I: PERSONAL INFORMATION

Please attach a copy of your passport.

Family/Last Name:
First/Given Name:
Middle/Other Name:
Permanent address in home country: Street:
City: Postal Code: Country:
U.S. address: Street:
City: State: Zip:
Date of birth: Month: Day: Year:
Country of Birth: Country of Citizenship:
Gender: Male Female Married Unmarried

Please complete the following information about your spouse and/or child (children) only if they will come with you to the U.S.

Name: Date of Birth: Relationship to you:
Name: Date of Birth: Relationship to you:
Name: Date of Birth: Relationship to you:

- Please include an additional \$5100 to your costs per year for each dependent and attach copies of passports

Telephone: Fax: Email:

Have you been notified of admission to our school? Yes No (We cannot issue an I-20 until you have been accepted)

PART II: IF YOU ARE IN THE UNITED STATES, NOW, COMPLETE THIS SECTION. IF, NOT, GO ON TO PART III.

What is your immigration status? You can attend regardless of your Immigration status.

- F-1 What is your SEVIS ID Number? Circle one of the following that indicates what your I-20 is for:
(1) Transferring/changing U.S. schools;
(2) Changing educational level/program at Salve Regina University;
(3) Reinstatement to F-1 Status

- Another status. Which one? Before we issue your Form I-20, we want to advise you. Please make an appointment to see the international student advisor.

Do you plan to travel outside the U.S. before school starts?

- Yes. Tell us how you would like to get your I-20 in Part III.
No. If you are F-1, you will receive school transfer or other instructions. If you hold another status, we must meet with you before issuing your Form I-20.

PART III: IF YOU ARE NOT IN THE U.S. NOW, COMPLETE THIS SECTION.

Did you recently attend school in the U.S. in F-1 student Status?

- No
Yes. If you attended a U.S. school last term and are just home on holiday between academic terms, you are considered a "School Transfer" and need to have your record transferred to us before your Form I-20 may be issued. Please contact your international student advisor at your previous school immediately to authorize the release of your record to us. Use this form: http://www.salve.edu/document/transfer-form



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Mail: Your Form I-20 will be sent express airmail to the name and address you indicate in the address box. PRINT YOUR NAME AND ADDRESS IN ENGLISH, EXACTLY AS IT SHOULD APPEAR ON THE ENVELOPE.

Name: _____
 Street: _____
 City: _____
 Postal Code: _____
 Country: _____
 Phone number: _____
 Email: _____

Estimated Cost of Attendance for 2018-2019 academic year (9months)					
Level of education	Tuition	Fees		Living costs	Total
Undergraduate	\$39550	Technology	\$300	Room & Board	\$14,500
		Student Activities	\$300	Transportation	\$1300
		Health Insurance*	\$2000	Books	\$1400
		Total fees	\$2,550	Pers. items	\$2000
				Total	\$16,260
					\$56,080
Masters	Tuition \$10530	Fees		Living costs (off-campus)	Total
		Registration	\$120	Rent/9months	\$7,938
		Health Insurance*	\$2,000	Food	\$1,856
		Total fees	\$2,100	Transportation	\$800
				Books	\$900
		Pers. Items	\$1,000		
					\$12,494
					\$23,744
PhD.	Tuition \$15750	Fees		Living costs (off-campus)	Total
		Registration	\$120	Rent/9months	\$7,938
		Health Insurance*	\$2,000	Food	\$1,856
		Total fees	\$2,100	Transportation	\$800
				Books	\$900
		Pers. Items	\$1,000		
					\$12,494
					\$29,444

Please add \$5100 per year per dependent (spouse and/or child) to your annual costs

*Salve Regina Health Insurance can be waived with proof of another U.S. based insurance. Visit our website for more information <http://www.salve.edu/office-service/international-student-services>

What level of education will you be pursuing: Associates Bachelor's Masters Doctorate (PhD)

What will your major be: _____



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SOURCES OF FUNDS <i>For each source of funding, you must attach financial documents in English or with a notarized English translation, on bank letterhead, with a bank official's signature, bank stamp or seal, and dated within the last three months of the date of submission to Salve Regina University.—See the instruction page for acceptable documents or go here: http://www.salve.edu/document/financial-certification-sample-documents</i>	AMOUNT IN US\$
PERSONAL <i>(Funds from self and private loans)</i> Name of Bank: _____ City & Country of Bank: _____	\$ _____
FAMILY <i>(Funds from immediate family members: parents or spouse)</i> Name of Account Holder _____ Relationship to Student _____ Name of Bank: _____ City & Country of Bank: _____ Family Member's Signature: _____	\$ _____
INDIVIDUAL SPONSOR* <i>(Funds from other individuals or extended family members who are not legally present in the U.S.)</i> Name of Sponsor _____ Relationship to Student _____ Name of Bank: _____ City & Country of Bank: _____ Individual Sponsor's Signature: _____ <small>*Sponsors who are U.S. citizens, U.S. permanent residents, or legally present in the U.S. must submit a completed I-134 Affidavit of Support Form with financial documents in English dated no more than 3 months from the date of submission to American University. Note: For Room & Board contributions fill out section 11. The form can be accessed from: http://www.uscis.gov/sites/default/files/files/form/i-134.pdf</small>	\$ _____
GOVERNMENT, EMPLOYER OR OTHER ORGANIZATION <i>(Attach a signed copy of your official sponsorship letter.)</i> Name: _____ Type: (PLACE AN "X" □ BELOW) <input type="checkbox"/> U.S. Government <input type="checkbox"/> Company <input type="checkbox"/> International Organization <input type="checkbox"/> Home Government <input type="checkbox"/> Employer	\$ _____
SALVE REGINA UNIVERSITY <i>(Funds from Scholarship, Merit Award, or other. Attach a signed copy of your award letter.)</i>	\$ _____
ADDITIONAL SOURCES OF FUNDS if any <i>(Fill out and attach: Attachment A: Additional Sources of Funds (p.5).)</i>	\$ _____
TOTAL <i>(Must be equal to or greater than the- estimated expenses for one year in your program of study and those related to supporting dependents if any.)</i>	\$ _____

Part V: Applicant's Signature

Certificate of Eligibility (Form I-20) will not be issued until this form is completed and returned to Salve Regina University with **appropriate supporting documents**. Return all documents to the Office of International Programs. Without the supporting documents, the application will not be processed. **DON'T FORGET TO SEND US A COPY OF YOUR PASSPORT**

This is to certify that the information given on this form is complete and accurate to the best of my knowledge. Salve Regina University reserves the right to require additional financial documentation from applicants whose countries impose currency exchange restrictions or other obstacles to the transfer of currency. Applicants from such countries will be notified of specific requirements when they have submitted complete applications.

Signature: _____ Date: _____

Salve Regina University, Office of International Programs – Drexel Hall, 100 Ochre Point Avenue, Newport, RI 02840
 Phone: +1 401.341.2372 Fax: +1 401.341.2972 Email: aida.neary@salve.edu



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ATTACHMENT A: ADDITIONAL SOURCES OF FUNDS

You must complete all sections of this form, attach supporting financial documentation, and send it with your completed Certification of Finance to the Office of International Programs.

Part I GENERAL INFORMATION (PLEASE PRINT CLEARLY)

UNDERGRADUATE GRADUATE

STUDENT NAME (Mr./Ms) _____
 As it appears on the passport Last First Middle

Part II ADDITIONAL FINANCIAL PROOF

For each source of funding, you must attach financial documents in English or with a notarized English translation, on bank letterhead, with a bank official's signature, bank stamp or seal, and dated within the last three months of the date of submission to Salve Regina University.

ADDITIONAL SOURCES OF FUNDS	AMOUNT IN US\$
<p>PERSONAL (Funds from self and private loans)</p> <p>Name of Bank 1: _____ City & Country of Bank: _____ Name of Bank 2: _____ City & Country of Bank: _____ Name of Bank 3: City & Country of Bank: _____ Student's Signature: _____</p>	\$ _____
<p>FAMILY (Funds from immediate family members: parents or spouse)</p> <p>Name of Account Holder _____ Relationship to Student _____ Name of Bank 1: _____ City & Country of Bank: _____ Name of Bank 2: _____ City & Country of Bank: _____ Name of Bank 3: _____ City & Country of Bank: _____</p> <p>Family Member's Signature: _____</p>	\$ _____
<p>INDIVIDUAL SPONSOR* (Funds from other individuals or extended family members who are not legally present in the U.S.)</p> <p>Name of Sponsor _____ Relationship to Student _____ Name of Bank 1: _____ City & Country of Bank: _____ Name of Bank 2: _____ City & Country of Bank: _____ Name of Bank 3: _____ City & Country of Bank: _____</p> <p>Individual Sponsor's Signature: _____</p> <p><small>*Sponsors who are U.S. citizens, U.S. permanent residents, or legally present in the U.S. must submit a completed I-134 Affidavit of Support Form with financial documents in English dated no more than 3 months from the date of submission to American University. Note: For Room & Board contributions fill out section 11. The form can be accessed from: http://www.uscis.gov/sites/default/files/files/form/i-134.pdf</small></p>	\$ _____
<p>GOVERNMENT, EMPLOYER OR OTHER ORGANIZATION (Attach a signed copy of your award letter.)</p> <p>Name: _____ Type: (PLACE AN "X" - BELOW) <input type="checkbox"/> U.S. Government <input type="checkbox"/> Company <input type="checkbox"/> International Organization <input type="checkbox"/> Home Government <input type="checkbox"/> Employer</p>	\$ _____
<p>SALVE REGINA UNIVERSITY (Funds from Scholarship, Merit Award, or other. Attach a signed copy of your award letter.)</p>	\$ _____
<p>TOTAL (Add this total amount to the Certification of Finance Form)</p>	\$ _____



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AFFIDAVIT OF SUPPORT

By completing this affidavit, you are swearing to the U.S. government that you will provide this student with a specific amount of money from your own financial resources for every year he or she is going to study at Salve Regina University and live in the U.S. You are also proving that you can afford the support you are promising with the documents you have attached.

Before signing it, you must understand that you are making a financial commitment to the student that should not be broken. Sponsors who fail to provide the promised support force students to drop out of school and cause pain and suffering. Do not expect that the student will be able to help support the costs through employment. Employment is strictly controlled by U.S. Citizenship and Immigration and Services and very limited.

THIS IS MY SWORN PROMISE OF CASH SUPPORT

Name of student you are sponsoring: _____

1. I certify that the financial information shown in the Certification of Finances Form is true and correct and that I have attached proof of funding to support this information.
2. I certify that I will have the minimum financial commitment available as indicated yearly to meet the financial expenses for each 9 months academic period I plan to study at Salve Regina University.
3. I understand that making fake or fraudulent statements within the Financial Certification form and its attachments may result in not being issued an I-20

Sponsor First Name: _____ Sponsor Last name: _____

My relationship to the student is _____
Parent, spouse, brother/sister, friend

I swear that the information I have provided above is true and correct

Signature of Sponsor



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HOUSING AFFIDAVIT (if student will live with a sponsor in the U.S.

WHAT DOES THIS AFFIDAVIT MEAN?

By completing this affidavit, you are swearing to the U.S. government that this student will live with you **free of any charge for room and food for every year he or she is studying and living in the U.S.** (The student cannot be required to provide you with any services such as, babysitting, cleaning, etc., in exchange for the room and board, as that is employment.) You are also proving that you are the person who owns or rents the property and can afford the support you are promising with the documents you have attached.

Before signing it, you must understand that you are making a financial commitment to the student that should not be broken. Do not expect that the student will be able to help support the costs through employment. Employment is strictly controlled by the Immigration Service and very limited.

EMAIL A PHOTOCOPY OF YOUR DEED, LEASE, CURRENT RENT RECEIPTS OR CURRENT PHONE BILL to prove that you are the person who owns or rents the property.

THIS IS MY SWORN PROMISE OF FREE ROOM AND BOARD

Name of student you are sponsoring: _____

I promise that for each year of his/her program of study, the above-named student will live free of any charge with me in my home at:

_____ Number, Street

_____ Phone _____

_____ City, State

I own rent this property.

If presently in the U.S., does the student currently live with you? _____

I will not require any type of service to be performed in exchange for this benefit.

Sponsor First Name: _____ Sponsor Last Name: _____

My relationship to the student is _____
Parent, spouse, brother/sister, friend

I swear that the information I have provided above is true and correct.

_____ (Signature of Sponsor)