

**NYU**Office of
Global Services**OGS MANHATTAN**383 Lafayette Street, New York, NY 10003
Tel: (212) 998-4720 Fax: (212) 995-4115
www.nyu.edu/ogs ogs@nyu.edu**OGS BROOKLYN**5 MetroTech Center, Room 259, Brooklyn, NY 11201
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I-20/DS-2019 Application: Information, Instructions, & Form

Nonimmigrant Student Status

United States law requires that all nonimmigrant students be admitted to a full-time academic program, meet English language proficiency requirements, and document sufficient funds to cover educational and personal living expenses. Whether you are coming to NYU from outside the United States and therefore will apply for a student visa at a US Consulate or you are already in the US and plan to maintain or obtain nonimmigrant student status at NYU, you must have an original NYU-issued Certificate of Eligibility for F-1 Status (Form I-20) or Certificate of Eligibility for J-1 Status (Form DS-2019) to apply for an F-1 or J-1 student visa. To obtain an NYU I-20 or DS-2019, submit the I-20/DS-2019 Application to the Office of Global Services (OGS) as soon as you make your decision to attend NYU and no later than **April 1, 2017**. Read the following before beginning the application. Errors or omissions will delay processing.

The United States requires that individuals applying for F-1 and J-1 status demonstrate their intention to come to the US for a specific period of time to undertake a study program and to return to their home country after completing the program. Prospective students who are in the process of applying for US permanent residence should consult their legal counsel prior to submitting this application.

F-1 and J-1 students must pursue a full-time course of study at all times. In accordance with F-1 student visa regulations, NYU-OGS will issue the Form I-20 to incoming students engaging in full-time special programs at NYU. While international students are permitted to take more than the minimum, full-time enrollment at NYU is:

- One 6-week session for a total of **6** credits minimum
- Two 6-week sessions for a total of **12** credits minimum
- A 3-week special program for **3** credits minimum
- Course work on a **1** credit per week basis
- At least 18 clock hours of attendance per week for non-credit coursework

F-1 Student Status

The majority of international students in the United States hold F-1 status. The F-1 student visa permits study in full-time academic or English language programs. F-1 students can finance their education through scholarships from public or private organizations, assistantships from the university, or personal or family funds.

The accompanying spouse or child enters the US in F-2 status. F-2 spouses may not enroll in academic or professional programs in the US. You will be issued an I-20 form for F-1 student status unless you specifically request and meet the qualifications for a DS-2019 form for J-1 status. Read the J-1 student status section before making your decision. You are not permitted to change from F to J status during your program. Read all the information carefully, and make your request on the application.

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J-1 Student Status

Participants in an exchange visitor program enter the United States with a J-1 visa. Administered by the U. Department of State, exchange visitor programs are designed to promote international understanding and cultural exchange. J-1 students must be substantially funded by their home or host university, a public or private national or international organization, or the US or home government. Students supported solely by personal or family funds are not eligible for exchange visitor program sponsorship and must apply for F-1 status.

Certain exchange visitors are subject to the two-year home residency requirement. J-1 students and their dependents must return to their country of citizenship or country of permanent residence for two years upon completion of their academic program if:

- their studies have been funded in whole or in part by the US or home government;
- the US Department of State determines that the skills acquired in the exchange visitor program are in short supply in the country of citizenship or country of permanent residence; or
- their purpose in coming to the US is to receive graduate medical education or training.

Exchange visitors who are subject to the two-year home residency requirement are not eligible to change to any other nonimmigrant status in the US other than that of diplomat or employee of an international organization.

The accompanying spouse or child enters the US in J-2 status. J-2 spouses may enroll in academic or professional programs in the US. In order to obtain a DS-2019 form rather than an I-20 form, check the appropriate box at the beginning of the application. The OGS will make the final decision if you qualify for J-1 visa sponsorship.

SEVIS

The Student and Exchange Visitor Information System (SEVIS) is the mechanism the United States Department of Homeland Security uses to monitor the arrival, enrollment, and departure of international students and their dependents. Schools are required to create a record in SEVIS, an Internet-based database, for all F-1 and J-1 students and to report information on students' immigration and academic status throughout their academic careers. These student records are available to consulates abroad and the immigration authorities in the US. The unique record identifier, the SEVIS ID (N000XXXXXXX), is located on the first page of the I-20 or DS-2019.

SEVIS Fee

New F-1 and J-1 students are required to pay a non-refundable SEVIS fee at least 3 business days prior to the visa interview. The fee must be accompanied by the US government Form I-901. F-1 and J-1 transfer students and F-2 and J-2 dependents are not required to pay the fee. Instructions on paying the fee are at www.ice.gov/sevis/i901/index.htm.

Hint: when prompted be sure to print the receipt immediately as it is not possible to go back once leaving the page.

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Nonimmigrant Visas

A visa is a permit to apply for entry to the United States. A visa stamp can only be issued by a US Consulate abroad. Individuals coming to the United States for the sole purpose of studying must apply for either an F-1 or J-1 nonimmigrant visa. In order to qualify for the F-1 or J-1 visa you will need to prove you have a residence abroad you do not intend to abandon. You should be prepared to take documentation with you that you have family, economic, community or employment ties to your home country, and be aware that your home country will generally be the best place to obtain your visa for the US.

You may wish to review the information on the following website for tips on applying for your visa:

www.nafsa.org and **beijing.usembassy-china.org.cn/niv_howtoapply.html**.

If you receive a visa denial, request a denial letter from the US Consulate so that you will understand why your visa was denied. The main reason visas are denied for the US is failure of the applicant to prove they have ties to their home country. Referred to as 214B, this is the section of the Immigration and Nationality Act that governs visa denials.

Some students may face visa delays due to security checks based on your field of study, name check or country of birth, citizenship, or nationality. Most security checks are handled within 30 days. If yours takes longer, contact the OGS with the details of your date and city of your visa application. In addition, you should schedule your visa appointment **after** you have received your original I-20 or DS-2019 and keep in mind that processing of your I-20 or DS-2019 form will take about 2 weeks.

Tourists are not permitted to study in the United States. **Do not** enter the US with B-1/B-2 visitor's visa or under the auspices of the visa waiver program.

Canadian citizens do not need to apply for a visa stamp at the US Consulate in order to enter the United States but must present an I-20 or DS-2019, financial documents, admission letter, and SEVIS fee receipt (pay SEVIS fee at least 3 days in advance) to the US Department of Homeland Security inspector at the border or port of entry. Canadian landed immigrants do require a visa to enter the US Contact the OGS if you are unclear about the process.

For detailed information on the visa application process, view the **[multimedia tutorial for newly admitted international students](#)** on the OGS Web site.

Living Expenses

The cost of living in New York City is the highest in the United States. Students are required to document a minimum of \$500.00 per week for living expenses for the Summer Session program. Living expenses include rent, food, books, supplies, transportation, minor medical expenses not covered by insurance, entertainment, and clothing. The OGS recommends you have at least an additional 25% reserve of your total expenses available.

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Mandatory Health Insurance

When international students register for classes, they will be charged automatically for the NYU comprehensive plan. For details on waiving the fee, consult the NYU Insurance Department <http://bit.ly/2kktl2j>. J-1 students are also required by law to carry health insurance; failure to do so results in termination from the Exchange Visitor Program.

Dependents

Spouses and/or children under the age of 21 may accompany students to the United States. Students with an accompanying spouse must document an additional \$225.00 per week for living expenses. An additional \$112.00 per week is required for each child. US federal law requires the J-2 spouse and children to have adequate health insurance coverage. Though not mandated by law, because F-1 students are required to meet all of their personal expenses while in the US, they are expected to obtain health insurance for dependents.

Financial Documentation

Students must demonstrate that they have sufficient liquid assets to cover tuition and living expenses for their entire academic program at NYU, by submitting supporting financial documentation described below. Supporting documents may include but are not limited to:

- Personal funds, a current financial statement, printed on letterhead and signed by a bank official, dated within six months.
- A personal loan, a pre-approval letter confirming amount for which the loan is approved.
- An individual sponsor, the OGS Financial Support Agreement (section E of the form) plus a bank statement and/or letter from employer confirming annual salary and sponsor's position. (The sponsor's annual salary should be at least 3 times the amount of money they are providing to the student).
- An organizational sponsor, a copy of an award letter from a sponsoring organization specifying the amount of the award, its duration, and the terms of renewal, or
- For free room and board, a letter from the sponsor and supporting documentation showing they are capable of providing free room and board. This will be counted at \$250/week.
- **All financial documentation must be in English or have certified English translations attached to the original.**

Complete the I-20/DS-2019 Application and all required supporting documentation.

Keep a photocopy of your application and all attached documents for your records. You will be required to take a set of original financial documents for your visa interview.

Please send in complete application in one PDF to newinternationalstudents@nyu.edu. Include your NYU Id no. and "Summer I-20" in the subject line. To ensure adequate time for visa processing, send applications to OGS no later than **April 1, 2017**.

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Application for I-20/DS-2019

Please check which situation applies to you:

☐

I am newly admitted to NYU and wish to obtain (select one):

☐ F-1 Status

☐ J-1 Status

Please continue completing this application form.

☐

I am a current visiting student and would like to participate in another consecutive program.

Bring the following to the OGS during walk-in hours:

- Your I-20 or DS-2019, **I-94 record**, and passport
- Current financial documentation verifying your ability to support yourself
- Your acceptance letter for the next consecutive term

An OGS advisor will review your application. If your request is approved, the advisor will issue a new I-20 or DS-2019 to you with a new completion date, which includes updating your SEVIS record.

*The option is not available for Precollege students.

Name _____

NYU ID# N _____

Start date of summer session (Month/Day/Year) _____

End date of summer session (Month/Day/Year) _____

Check all to ensure a complete application

☐

Your receipt from the \$50 application fee payable to NYU

☐

Completed application [Sections A-F]

☐

Copy of passport photo page

☐

Financial documentation

☐

Copy of NYU admission letter (electronic version is acceptable)

☐

Photocopy of I-94 and I-20 or DS-2019 (if applicable)

☐

Copy of EAD card if under post completion OPT (if applicable)

☐

F-1 student transfer information form (if applicable)

☐

I certify that I must register full-time to maintain my legal immigration status.

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Print your name exactly as it appears on your passport photo page.

Name _____
Family First Middle

NYU ID# N _____ Gender Male Female Date of birth (Month/Day/Year) _____

City and country of birth _____ Country of citizenship _____

Country of permanent residence _____

If applying for a DS-2019, describe your occupation in your home country (required if applying for J-1 status)

Email address _____

Permanent address outside the US (Required) _____
Street Address

City _____ Country _____ Postal Code _____

Telephone number (required) _____

Is this the address to which you want your I-20 or DS-2019 mailed? Yes No

If no, print the address to which documents should be sent. _____

Street Address _____

City _____ Country _____ Postal Code _____

Telephone number (required) _____

Address is valid until _____

Dependents: If your spouse and/or children will accompany you in F-2 or J-2 status, provide their information and attach a copy of each passport photo page.

Emergency contact name _____

Relationship _____

Phone Number _____

	Dependent 1	Dependent 2	Dependent 3
Family name			
First name			
Middle name			
Relationship			
Gender			
Date of birth			
City of birth			
Country of birth			
Country of citizenship			
Country of permanent residence			

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Section B: Immigration Information**I am currently :**

- ☐ Outside the US and hold no immigration status. I will apply for a student visa at the US Consulate. (Go to Section D)

(You should check this option if you are outside the U.S. and have not been in the U.S. within the last 5 months.)

- ☐ Studying at another US institution or am on OPT. I will transfer my current F-1 status to NYU. (Complete the F-1 transfer information below)

(This option is for F-1 students who have been enrolled in the US at another school within five months of beginning study at NYU, or students under post completion OPT)

F-1 transfer information: (Only complete if you are transferring to NYU from another US school)

What is the name of the school you are currently attending or authorized to attend? _____

What is your SEVIS ID number? _____

What is the completion date of your current I-20? _____

When is the last date of attendance at your current school? _____ (month, day, year)

If you are on OPT, when does it end? _____ (month, day, year)

Do you plan to travel outside the US before classes begin? ☐ No ☐ Yes

If yes, dates of travel: _____ - _____

- ☐ In the US in the following immigration status: _____

☐ I will leave the US and apply for a F-1 or J-1 student visa in my home country and reenter before my program begins.

☐ I will send an application to change my status to F-1 or J-1 while I am still in the US. (This will take up to 12 months during which you cannot travel outside the US)

☐ I will transfer my current J-1 student status to NYU

Section C: Funding Information & Estimated Expenses

In accordance with U.S. Federal Regulations, in order to qualify for a visa document, you must demonstrate that you have adequate financial support and possess enough funds for tuition, living expenses and health insurance as noted in the table below. If you cannot provide substantial proof that you or your sponsor possesses adequate funds, the OGS cannot issue an I-20/DS-2019 form. Add in extra expenses if you are accompanied by dependents in F-2 or J-2 status at \$225/week for spouse's living expenses and \$112/week for each child.

# of Weeks (fill in at bottom if none applies)	Minimum # of credits	Summer Session Tuition + <u>visiting student tuition & fee rates</u> + \$ 90 international student fee	Living Expenses (room, board, books, supplies, transportation, personal expenses) \$500/wk	Health Insurance Comprehensive Plan	Total
<input type="checkbox"/> 3	3	4,811	1,500.00	1,129	7,440
<input type="checkbox"/> 6	6	9,128	3,000.00	1,129	13,275
<input type="checkbox"/> 12	12	17,762	12,000.00	1,079	30,841

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If you are taking non-credit classes, you must be enrolled in at least 18 hours per week to qualify for an I-20/DS-2019. Students enrolled in 18 hour non credit classes must complete the following information and include supporting financial documentation.

Course Name	Tuition	Living Expenses (room, board, books, supplies, transportation, personal expenses)	Health Insurance	Total

Section D: Statement of Financial Responsibility

I understand that I am required to have sufficient funding for 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 NYU.

My financial documentation is attached to this application.

The financial information I provided is an accurate representation of my source of funding and I understand that if my funding sources change during my time at NYU, I will notify OGS and request an updated I-20 or DS-2019.

☐ By checking this box, I verify that I understand and agree to the above statements. **(required)**

Section E: Financial Support Agreement

This section should be completed by the person providing financial support to the student.

I hereby certify that I am willing, able, and committed to provide (name of student) _____

at least US\$ _____ per year for tuition, fees, and personal expenses for each year of study at NYU. I have provided the student with financial documentation to include with the I-20/DS-2019 application.

Print name _____

Relationship to student (example: parent, aunt, uncle, friend) _____

Signature _____ Date _____

Section F: \$50 Application Processing Fee

You may use a credit card to pay the required application processing fee.

To pay by credit card, you must use the following link: **nyu.edu/ogs/epayment**. NYU accepts American Express, Mastercard, and Visa only.

Include a copy of your email receipt that you have paid the processing fee by credit card as proof of payment with your application.