

Office of International Programs

400 South Orange Ave., South Orange, NJ 07079; Phone: (973) 761-9072; Email: oiip@shu.edu

I-20 APPLICATION

Below is a checklist to help guide you through the process of applying for Form I-20. Once students have completed the I-20 Application, the Office of International Programs (OIP) will send an electronic Form I-20 to students via their email. Form I-20 allows international students to study at Seton Hall and apply for the F-1 visa (if applicable).

ESL students must be tested by the ESL department before the I-20 is created. Please upload your documents to our portal [here](#).

**I-20 Application
Checklist**

All students applying for an I-20 must submit the following:

1. **Offer of Admission-Letter or Email**
2. **I-20 Application** (page 2,3)
3. **Passport copy** - biographical page only
4. **Financial documents** - Please refer to page 4 for details on acceptable documents
5. **Housing Support Documents** (if applicable)
 - Housing Support Form (page 7)
 - Proof of Address

Transfer students must submit the following:

- **SEVIS Transfer Questionnaire (Page 8)**
- **Most Recent I-20**
- **Most Recent I-94**
- **Most Recent F-1 Student Visa**

Change of status students must additionally submit copies of the following:

- **Most Recent Visa**
- **Most Recent I-94**
- **Copies of DS-2019** (for J-1 visas only)

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I-20 APPLICATION
All fields are mandatory, unless noted as optional

PART 1: STUDENT INFORMATION

Write the name EXACTLY as it appears on your PASSPORT		
Surname/Last Name:		
Primary/First Name: (please add any middle names)		
Gender: MALE FEMALE	Date of Birth: (Month____/Day____/Year____)	
Phone Number:	Email Address: (mandatory)	
Country of Birth:	City of Birth:	Country of Citizenship:
Will you be traveling with a spouse or child(ren)? ___ Yes (you will be required to apply for the F2 visa) ___ No		

PART 2: ADDRESS INFORMATION

Home Country Address: (required for I-20)			
Street Address:			Apartment/Unit #:
City:	Province:	Postal Code:	Country:
U.S. Address: (only mandatory for students already in the U.S.)			
Street Address:			Apartment/Unit #:
City:	State:		Zip Code:

PART 3: ACADEMIC INFORMATION

Please choose the degree you are applying for: (online degrees and some certificates not eligible for I-20)						
English as a Second Language	Undergraduate	Graduate	Law	Ph.D.	Certificate	
Choose the semester you applied for:		Fall	Spring	Summer		
If applying for summer, which summer session will you attend?						
___ May Intersession		___ Summer I (June)		___ Summer II (July)		
What major will you be studying?						

I-20 APPLICATION - Continued

PART 4: F1 VISA HISTORY

Are you currently on an F-1 visa status (including high school students)? YES (fill out below and then go to Part 6) NO (go to Part 5)		
SEVIS ID Number: N00	Current School Name:	Last Date Attended/Attending: (Month____/Day____/Year____)
OPT End Date: (if applicable) (Month____/Day____/Year____)	*If current status is terminated/completed , you must make an appointment with our office first before transferring your record.	

PART 5: U.S. VISA HISTORY

Are you here on another U.S. visa status (such as B2 or F2)? YES NO (move onto Part 6)	
Current visa status:	Current status end date (found on your I-94 record, not visa in passport) (Month____/Day____/Year____)
Will you file for change of status in the United States? You must make an appointment with our office YES (please submit copy of current visa, next steps will be sent by email) NO	

PART 6: ANNUAL COST WORKSHEET

Please complete the fields that apply to you below and demonstrate how you will support yourself each year during your study at Seton Hall University.	
Source of my support per academic year – not all fields below may apply to your situation	Annual Amount
1. Please enter the total from the “Cost of Education” sheet located on page 9 of this application for your program (for example, an undergraduate would write \$81,217 in the box to the right):	\$
2. <u>Personal Funds</u> :	\$
3. <u>Funds from Sponsor 1</u> : Sponsor’s Name _____	\$
4. <u>Funds from Sponsor 2</u> : Sponsor’s Name _____	\$
5. <u>Housing Support from Sponsor</u> : Sponsor’s Name _____ Please enter the value of housing from page 8	\$
6. Other: Please indicate the type of award you are receiving each year (scholarship, assistantship, loan, etc): _____	\$
Please add lines 2 – 6 and write the amount in the space to the right. This number must be EQUAL or GREATER THAN the cost of education written in box 1:	

DISCLAIMER AND E-SIGNATURE

By signing below, I agree to the terms and conditions of this application. I certify that my answers are true and complete to the best of my knowledge. If my request for an I-20 is granted, I understand that false or misleading information in my application may result in termination.			
E-Signature	By typing your name, you electronically sign this application	Date (month/day/year)	

FINANCIAL DOCUMENTS CHECKLIST

Please refer to the chart below for the acceptable financial documents to complete your I-20 Application:

<u>Accepted Documents</u>
<p><u>*All submitted documents must be in English*</u></p>
<p>Students may submit any combination of the following types of funding:</p> <ul style="list-style-type: none"> • Personal funds • Sponsor funds • Loans • Scholarships – Seton Hall, government, etc.
<p><u>Personal Funds</u> – <i>If using personal funds, student does not need to submit a Financial Support Form</i> Students may submit a copy of their own bank statement.</p>
<p><u>Financial Sponsor Funds:</u> <u>Each sponsor must submit all 3 documents:</u></p> <ul style="list-style-type: none"> • Financial Support Form – promising an amount for 1 year of study • Bank Statement – showing the amount promised for 1 year • Proof of Income (if unemployed, amount promised will be divided by number of years in the program)
<p><u>Loans</u> Please submit an approval / conditional approval letter. The <i>date</i> of the letter must be within 6 months.</p>
<p><u>Scholarships</u> Please submit scholarship award letter from Seton Hall or funder/program</p>
<p><u>Eligibility Criteria: Bank Statement/Letter</u></p> <ul style="list-style-type: none"> - Less than 6 months old from date of submission - In English (or translated into English) - Name of account holder clearly stated - Must indicate closing or final balance - Must indicate the type of account (savings/checking) and currency
<p><u>Eligibility Criteria: Proof of Income</u></p> <ol style="list-style-type: none"> 1. Pay Stub 2. Letter from current employer or offer letter with company’s letterhead. 3. Tax return 4. For self-employed individuals: Please follow the job letter template on page 6 of the I-20 Application

NOT ACCEPTABLE - FINANCIAL DOCUMENTS INCLUDE:

Company bank statements	Investment accounts	College Board Form
Screen shots	Documents not in English	Documents in Word/Excel format



FINANCIAL SUPPORT FORM

Each sponsor must complete and sign this form, as well as provide proof of the available funds indicated below (i.e., bank account). **The documents acceptable to prove your financial sponsorship must be: Less than 6 months old, In English (or translated into English), Name clearly stated, Type of currency.** We do NOT accept company bank statements.

PART 1: AFFIDAVIT OF SUPPORT
I hereby certify that I am willing, able, and committed to provide (name of student)_____ a total of US\$_____ per year for all the expenses during the student’s study at Seton Hall University. Documentation of my financial resources is attached.

PART 2: SPONSOR INFORMATION			
My relationship to the student is: Parent(s) Sibling(s) Relative(s) Friend(s)			
Surname/Last Name:		Primary/First Name:	
Sponsor’s Address:			
Street Address:			Apartment/Unit #:
City:	Province:	Postal Code:	Country:
Phone:		Email:	

PART 3: SPONSOR EMPLOYMENT INFORMATION – (Submit one of the income documents below)			
Name of my employer:			
Annual Salary (U.S.D.) :		Other Income (U.S.D.):	
I have attached one of the following required documents:			
Pay Stub	Employment Letter (on letterhead)	Tax Return	Self-employment Letter

PART 4: FINANCIAL SUPPORT			
I promise that for each year of his/her program of study, I will provide the finances written on this form.			
Sponsor 1: By checking this box, I agree to the terms and conditions of this application.			
E-Signature of Sponsor 1	By typing your name, you electronically sign this application	Date (month/day/year)	

[Company Logo]

Date

I _____ (sponsor name), owner of the company _____ (company name), promise to give the student _____ (student name) the financial support amount of _____ (amount on Financial Support Form) per year.

My company is in the _____ industry and has been active for a minimum of 2 years.

[in this section, briefly explain company activities and business processes].

By signing this letter, I promise to support the above student with his/her education expenses at Seton Hall University, including annual tuition cost increases.

Thank you,

[Signature]

HOUSING SUPPORT FORM

The purpose of this form is to verify that the student will not have any living expenses during their studies. The person(s) who owns or rents the property where the student will reside should sign this form. If more than one person is named on the documents you are submitting, please make sure both people sign below.

Please attach proof of address along with this form, using one of the following documents:

- Lease or Deed Document - Utility Bill - Driver's License - Bank Statement

<i>PART I: AFFIDAVIT OF SUPPORT</i>			
I promise that for each semester of his/her program of study, the student, _____ will live free of any charge WITH ME in my home. I promise that I will not require any type of service(s) to be performed in exchange for this benefit. I am aware of how many semesters the student intends to study at Seton Hall University.			
Last Name		First Name	
Signature		Date	

<i>PART II: SPONSOR INFORMATION</i>			
My relationship to the student is			
Phone	Email		
My Home Address where the student will be living:			
Street Address			Apartment/Unit #
City	State	Zip Code	
I currently <input type="checkbox"/> own <input type="checkbox"/> rent this property.			

<i>PART III: SIGNATURE</i>			
<i>I certify that the information I have provided above is true and correct.</i>			
Signature of Sponsor		Date	



SEVIS TRANSFER QUESTIONNAIRE

If you are transferring your F-1 status to Seton Hall University, please complete this questionnaire. Please note, there must not be more than a five-month gap between the end of your previous program (or post-completion OPT/STEM OPT) and the start of your program at Seton Hall. If you are on post-completion OPT or STEM OPT, your employment ends when your F-1 SEVIS record is released to Seton Hall.

Main Campus (South Orange NJ) - SEVIS School Code: NEW214F00185000
Law School Campus - SEVIS School Code: NEW214F00185001
Interprofessional Health Sciences - SEVIS School Code NEW214F00185002

1. Please provide your SEVIS ID: N		
2. If you are/were on Post OPT or STEM OPT, please submit a copy of your EAD card. When was your start date? _____ End date? _____		
3. What was your last date of attendance at previous school? _____ (Month/Day/Year)		
4. What is your Current U.S. Address?		
Street Address:		Apartment/Unit #:
City	State:	Zip Code:

- **Please note, it is your responsibility to ask your current school to transfer your SEVIS record to Seton Hall University. Seton Hall SEVIS codes are on top of this page.**
- Once your SEVIS record is transferred to Seton Hall, you can continue to remain in the U.S. until your program begins. If you decide to travel outside of the U.S., you must wait to receive your new I-20 before traveling back to the U.S. before start of your program at Seton Hall.
- If your F-1 visa stamp in your passport is already expired and you decide to travel outside of the U.S, you must apply for a new F-1 visa with your new Seton Hall I-20 before returning to the U.S.

Estimated Cost of Education for International Students

for 2025-2026 Academic Year

All tuition and fees listed are only an estimate and are subject to change at any time.

Please visit [Tuition and Fees page](#) for the most updated published fees.

Programs	Tuition	Fees*	Room & Board**	Books & Personal Expenses	Medical Insurance ***	Total Estimated Cost
Undergraduate	\$52,150	\$3,755	\$18,980	\$4,000	\$2,332	\$81,217
English as Second Language	\$5,160	\$500	\$18,980	\$4,000	\$2,332	\$30,972
Graduate - Arts and Sciences	\$28,260	\$1,920	\$16,350	\$4,000	\$4,559	\$55,089
Graduate - Business	\$28,260	\$1,920	\$16,350	\$4,000	\$4,559	\$55,089
Graduate – Human Development, Culture, and Media	\$28,260	\$1,920	\$16,350	\$4,000	\$4,559	\$55,089
Graduate - Diplomacy	\$27,720	\$1,920	\$16,350	\$4,000	\$4,559	\$54,549
Graduate - Health and Medical Sciences (OT, PT, & PA)	\$28,260	\$1,920	\$16,350	\$4,000	\$4,559	\$55,089
Graduate - Health and Medical Sciences (SLP, AT, MHA & Ph.D. Health Sciences)	\$27,540	\$1,920	\$16,350	\$4,000	\$4,559	\$54,369
Graduate - Nursing	\$28,260	\$1,920	\$16,350	\$4,000	\$4,559	\$55,089
Graduate – Law JD	\$67,300	\$2,320	\$22,356	\$5,830	\$4,559	\$102,365
Graduate – Law LLM	\$53,820	\$2,320	\$22,356	\$5,830	\$4,559	\$88,885

Other Important Notes:

***Fees - Undergraduate Fees** include New Student Fee (one-time fee) \$365; University Fee \$1,230; Mobile Computing Fee \$670; Technology Fee \$990; International Student Fee \$250 (per semester).

ESL Fees include International Student Fee \$250 (per semester).

Graduate Fees include University Fee \$430; Technology Fee \$990; International Student Fee \$250 (per semester).

Law School Fees include University Fee \$870; Technology Fee \$950; International Student Fee \$250 (per semester).

****Room & Board** - For Law School, Room & Board also includes **Transportation expenses**.

*****Medical Insurance** – All international students are required to enroll in the University’s medical insurance plan. Students enrolled in insurance through their government scholarship (i.e., SACM), or their parents’/spouse’s employment in the U.S. may be permitted to waive the University’s insurance plan. **No other exceptions will be made.**

Graduate Certificate Programs – The only certificates eligible for an I-20: Graduate Business, UN Studies, Global Health Management, Intercultural Communication, Public Relations, Organizational Communication or Strategic Communication.

F2 Dependents - If you are bringing any dependents, you must complete the F2 Dependent Application for a Form I-20 (Page 11) and show additional financial information of **\$7,500** per dependent (spouse or child(ren)).



F-2 DEPENDENT APPLICATION FOR A FORM I-20 INSTRUCTIONS

Please visit Study in the States' webpage, [Bringing Dependents to the United States](#) to understand federal regulations and visa limitations on your dependents.

PART I: STUDENT INFORMATION

- Please provide information about the F-1 student in this section.

PART II: DEPENDENT/APPLICANT INFORMATION

- Please write your name EXACTLY as it appears on your PASSPORT.
 - If any middle names add to the Primary/First field.
- Date of Birth should be written: DAY MONTH YEAR
- Provide us with your e-mail address, as t h i s i s t h e b e s t w a y o f c o m m u n i c a t i o n b e t w e e n o u r o f f i c e a n d y o u r s e l f .

PART IV: FINANCIAL DOCUMENTATION

- Make sure bank statements are:
 - Less than 6 months old
 - In English
 - Have the type of currency listed



F-2 DEPENDENT APPLICATION FOR A FORM I-20

PART I: F-1 STUDENT INFORMATION			
Surname/Last Name		Primary/First Name	
Gender: MALE FEMALE	Date of Birth	Day	Month Year
Phone Number		Email Address	

PART II: F-2 DEPENDENT/APPLICANT INFORMATION			
Name in passport: Attach a copy of your passport and marriage certificate for spouse or birth certificate for child(ren).			
Surname/Last Name		Primary/First Name	
Gender MALE FEMALE	Date of Birth	Day	Month Year
Phone Number		Email Address	
Country of Citizenship		Country of Birth	
My Relationship to the student is:		SPOUSE CHILD	

PART III: FINANCIAL SUPPORT DOCUMENTATION
<i>I have attached the following financial documents in support of my application. You are allowed to use your current F-1 financial sponsor as a new sponsor. Please note that you must show funds equal to or more than \$7,500 per dependent (Spouse or child(ren))</i>
Personal Financial Documents MUST submit <i>Bank Statement within the past 3 months</i>
Financial Sponsor Documents MUST submit <i>Bank Statement within the past 3 months</i>

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge. If my request for an I-20 is granted, I understand that false or misleading information in my application may result in termination of visa status. If applicant is under 18, the parent or guardian must sign below.	
Signature	Date