

Office of International Programs

400 South Orange Ave., South Orange, NJ 07079; Phone: (973) 761-9072; Fax: (973) 275-2383; Email: oip@shu.edu

I-20 APPLICATION

Below is a checklist to help guide you through the process of applying for the form I-20. The form I-20 is required to get the F1 student visa. The application checklist is separated into 3 columns. Please choose the column that fits your situation. These will be the documents you need to submit to complete your I-20 application. Please upload your documents [here](#).

I-20 Application Checklist		
First Time Studying in the United States	Currently Studying in the United States on the F1 Student Visa	Currently in the United States on another visa category
Must complete items 1 and 2	Must complete items 1 – 6, (7 is optional)	Must complete items 1 – 4
Items 3 – 6 demonstrate how you plan to cover your educational and living expenses. Please submit any that apply to you.	Items 8 – 11 demonstrate how you plan to cover your educational and living expenses. Please submit any that apply to you.	Items 5 – 8 demonstrate how you plan to cover your educational and living expenses. Please submit any that apply to you.
<ul style="list-style-type: none"> 1. I-20 Application (page 2,3) 2. Copy of photo page of passport 3. Financial documents (personal) <ul style="list-style-type: none"> a. Bank Statement (no older than 3 months) 4. Financial documents (sponsor) – all required <ul style="list-style-type: none"> a. Financial Support Form (page 4) b. Bank Statement - (no older than 3 months) c. Proof of Income <p>*No company finances or investment finances are accepted, only personal bank statements</p> <ul style="list-style-type: none"> 5. Funds from Seton Hall University or government organizations <ul style="list-style-type: none"> a. Academic/Athletic Scholarship Award Letter b. Graduate, Teaching or Research Assistantship Letter 6. Housing Support Documents – all required <ul style="list-style-type: none"> a. Housing Support Form (page 5) b. Proof of Address 	<ul style="list-style-type: none"> 1. I-20 Application (page 2,3) 2. Copy of photo page of passport 3. Transfer of Visa Sponsorship Form (page 6) 4. Copy of most recent F1 student visa 5. Copy of most recent I-20 6. I-94 7. EAD (only if currently on OPT) 8. Financial documents (personal) <ul style="list-style-type: none"> a. Bank Statement (no older than 3 months) 9. Financial documents (sponsor) – all required <ul style="list-style-type: none"> a. Financial Support Form (page 4) b. Bank Statement - (no older than 3 months) c. Proof of Income <p>*No company finances or investment finances are accepted, only personal bank statements</p> <ul style="list-style-type: none"> 10. Funds from Seton Hall University or government organizations <ul style="list-style-type: none"> a. Academic/Athletic Scholarship Award Letter b. Graduate, Teaching or Research Assistantship Letter 11. Housing Support Documents – all required <ul style="list-style-type: none"> a. Housing Support Form (page 5) b. Proof of Address 	<ul style="list-style-type: none"> 1. I-20 Application (page 2,3) 2. Copy of photo page of passport 3. Copy of visa used to enter the United States 4. I-94 5. Financial documents (personal) <ul style="list-style-type: none"> a. Bank Statement (no older than 3 months) 6. Financial documents (sponsor) – all required <ul style="list-style-type: none"> a. Financial Support Form (page 4) b. Bank Statement - (no older than 3 months) c. Proof of Income <p>*No company finances or investment finances are accepted, only personal bank statements</p> <ul style="list-style-type: none"> 7. Funds from Seton Hall University or government organizations <ul style="list-style-type: none"> a. Academic/Athletic Scholarship Award Letter b. Graduate, Teaching or Research Assistantship Letter 8. Housing Support Documents – all required <ul style="list-style-type: none"> a. Housing Support Form (page 5) b. Proof of Address

I-20 APPLICATION

General Instructions

- This form is **electronically fillable**. If you are having issues typing into the form, **please print** and complete it.
- You may submit documents by uploading [here](#), mailing, or faxing, please check page 1 for information.
- Any documents submitted must be in English or come with an official translation.
- We **will not** accept any documents through email, as it is not a secure method.

PART 1: STUDENT INFORMATION

Write the name EXACTLY as it appears on your PASSPORT	
Surname/Last Name: <input style="width: 90%;" type="text"/>	
Primary/First Name: (please add any middle names) <input style="width: 90%;" type="text"/>	
Gender: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	Date of Birth: (Month <input type="text"/> /Day <input type="text"/> /Year <input type="text"/>)
Phone Number: <input style="width: 25%;" type="text"/>	Email Address: (mandatory) <input style="width: 60%;" type="text"/>
Country of Birth: <input style="width: 30%;" type="text"/>	Country of Citizenship: <input style="width: 60%;" type="text"/>
Will you be traveling with a spouse or child(ren)? <input type="checkbox"/> Yes (you will be required to apply for the F2 visa) <input type="checkbox"/> No	

PART 2: ADDRESS INFORMATION

Home Country Address: (required for I-20)			
Street Address: <input style="width: 50%;" type="text"/>		Apartment/Unit #: <input style="width: 30%;" type="text"/>	
City: <input style="width: 20%;" type="text"/>	Province: <input style="width: 20%;" type="text"/>	Postal Code: <input style="width: 15%;" type="text"/>	Country: <input style="width: 45%;" type="text"/>
U.S. Address: (only mandatory if transfer student from U.S. institution)			
Street Address: <input style="width: 50%;" type="text"/>		Apartment/Unit #: <input style="width: 30%;" type="text"/>	
City: <input style="width: 20%;" type="text"/>	State: <input style="width: 20%;" type="text"/>	Zip Code: <input style="width: 30%;" type="text"/>	

PART 3: ACADEMIC INFORMATION

Please choose the degree you are applying for: (online degree not eligible for I-20)	
<input type="checkbox"/> English as a Second Language <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> Ph.D. <input type="checkbox"/> Certificate	
Choose the semester you applied for: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
If summer , which summer session will you attend? <input type="checkbox"/> May Intersession <input type="checkbox"/> Summer I (June) <input type="checkbox"/> Summer II (July)	
What major will you be studying? <input style="width: 90%;" type="text"/>	

PART 4: F1 VISA HISTORY

Are you currently on an F-1 visa status (including high school students)?		
<input type="checkbox"/> YES (fill out below and then go to Part 6) <input type="checkbox"/> NO (go to Part 5)		
SEVIS ID Number: N00 <input style="width: 200px;" type="text"/>	Current School Name: <input style="width: 300px;" type="text"/>	Last Date Attended/Attending: (Month <input type="text"/> /Day <input type="text"/> /Year <input type="text"/>)
OPT End Date: (if applicable) (Month <input type="text"/> /Day <input type="text"/> /Year <input type="text"/>)	*If current status is terminated , you must make an appointment with our office first before transferring your record.	

PART 5: OTHER U.S. VISA HISTORY

Are you here on another U.S. visa status (such as B2 or F2)? <input type="checkbox"/> YES <input type="checkbox"/> NO (move onto Part 6)	
Current visa status: <input style="width: 200px; height: 20px;" type="text"/>	Current status end date: (Month <input style="width: 30px;" type="text"/> /Day <input style="width: 30px;" type="text"/> /Year <input style="width: 30px;" type="text"/>)
Will you file for change of status in the United States? <input type="checkbox"/> YES (please submit copy of current visa, next steps will be sent by email) <input type="checkbox"/> NO	

PART6: MAILING/PICK-UP OF I-20

Please select one of the following: Pick-up, Regular mail (US only) or Express *mail*. **Express is FedEx/DHL/UPS and may take 3-5 business days to arrive.**

<input type="checkbox"/> Pick up	Name: <input style="width: 100%;" type="text"/>	Email: <input style="width: 100%;" type="text"/>	Phone: <input style="width: 100%;" type="text"/>
<input type="checkbox"/> Regular Mail (US only)	Street Address: <input style="width: 100%;" type="text"/>		Apartment/Unit #: <input style="width: 100%;" type="text"/>
City: <input style="width: 150px;" type="text"/>	State: <input style="width: 100px;" type="text"/>	Postal Code: <input style="width: 150px;" type="text"/>	
<input type="checkbox"/> Fed Ex. DHL/UPS	Students selecting this option will receive an email with instructions on how to order and pay for shipping.		

PART 7: ANNUAL COST WORKSHEET

Please complete the fields that apply to you below and demonstrate the means by which you will support yourself each year during your study at Seton Hall University.	
Source of my support per academic year	Annual Amount
1. Please enter the total from the "Cost of Education" sheet located on page 7 of this application for your program (for example, an undergraduate would write \$60,996 in the box to the right):	\$ <input style="width: 150px;" type="text"/>
2. <u>Personal Funds</u> : total amount shown must be divided by the number of years in your program (example: if your bank account shows \$10,000 and you are joining a graduate program which is 2 years, you would write \$5,000 in the space to the right)	\$ <input style="width: 150px;" type="text"/>
3. <u>Funds from Sponsor 1</u> : Sponsor's Name <input style="width: 200px;" type="text"/>	\$ <input style="width: 150px;" type="text"/>
4. <u>Funds from Sponsor 2</u> : Sponsor's Name <input style="width: 200px;" type="text"/>	\$ <input style="width: 150px;" type="text"/>
5. <u>Housing Support from Sponsor</u> : Sponsor's Name <input style="width: 200px;" type="text"/>	\$ <input style="width: 150px;" type="text"/>
6. Please indicate the type of award you are receiving from Seton Hall University each year (scholarship, assistantship, other): <input style="width: 300px;" type="text"/> Please write the amount you will receive from Seton Hall for one year in the space to the right.	\$ <input style="width: 150px;" type="text"/>
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:	\$ <input style="width: 150px; text-align: center; font-size: 1.2em;" type="text" value="0"/>

DISCLAIMER AND E-SIGNATURE

<input type="checkbox"/> By checking this box, 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	<input style="width: 100%; height: 20px;" type="text"/>	Date (month/day/year)
	By typing your name, you electronically sign this application	<input style="width: 100%; height: 20px;" type="text"/>

FINANCIAL SUPPORT FORM

Each sponsor must complete and electronically sign this form, as well as provide proof of the available funds indicated below (i.e. bank account) and proof of income. The documents acceptable to prove your financial sponsorship must be:

- Less than 3 months old from date of submission
- In English (or translated into English)
- Name clearly stated
- Type of currency
- No company or investment finances

PART 1: SPONSOR PROMISE

I promise that I will give the student _____, no less than U.S. \$ _____
(including annual tuition cost increase) for EVERY YEAR of the student’s program of study at Seton Hall University.

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 three 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: <input type="checkbox"/> Pay Stub <input type="checkbox"/> Letter from current employer (on letterhead) <input type="checkbox"/> Tax Return	

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	_____	Date (month/day/year)	_____
By typing your name, you electronically sign this application			

Sponsor 2: By checking this box, I agree to the terms and conditions of this application.

Signature of 2nd sponsor only needed when the bank account submitted is a joint account.

E-Signature of Sponsor 2	_____	Date (month/day/year)	_____
By typing your name, you electronically sign this application			

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 provide a copy of one of the following documents:

- Lease or Deed Document
 Bills
 Driver's License
 Bank Statement

PART 1: SPONSOR INFORMATION			
Surname/Last Name:		Primary/First Name:	
My relationship to the student is:			
Student's Name:			
Phone:		Email:	
The address where the student will be living:			
Street Address:			Apartment/Unit #:
City:	State:	Zip Code:	

PART 2: SIGNATURE			
I promise that for each year of his/her program of study, I will provide housing to the student.			
Sponsor 1: <input type="checkbox"/> By checking this box, I agree to the terms and conditions of this application.			
E-Signature of Sponsor 1		Date (month/day/year)	
By typing your name, you electronically sign this application			
Sponsor 2: <input type="checkbox"/> By checking this box, I agree to the terms and conditions of this application.			
Signature of 2 nd sponsor only needed when the bank account submitted is a joint account.			
E-Signature of Sponsor 2		Date (month/day/year)	
By typing your name, you electronically sign this application			



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SEVIS School Code: NEW214F00185000 (Main Campus)

SEVIS School Code: NEW214F00185001 (Law School Campus)

TRANSFER OF VISA SPONSORSHIP FORM

All students currently studying in the U.S. on an F-1 student visa must submit:

➤ **Copy of your recent I-20**

➤ **Visa**

➤ **I-94**

PART 1: STUDENT INFORMATION (To be completed by the student)			
Primary/First Name:	<input type="text"/>	Surname/Last Name:	<input type="text"/>
Gender:	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	Date of Birth:	(Month) <input type="text"/> / (Day) <input type="text"/> / (Year) <input type="text"/>
U.S. Phone Number:	<input type="text"/>	Email Address:	<input type="text"/>
Do you intend to travel outside the United States before beginning your studies at Seton Hall University?		Date you will depart the U.S.:	
<input type="checkbox"/> Yes <input type="checkbox"/> No		(Month) <input type="text"/> / (Day) <input type="text"/> / (Year) <input type="text"/>	
If you answered yes above, will you need to apply for a renewal of your F-1 visa to return to the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you on OPT and still working? Yes No If yes, please keep in mind you cannot work once your SEVIS record has been transferred to us. Date you will stop working (Month) <input type="text"/> / (Day) <input type="text"/> / (Year) <input type="text"/>			
E-Signature	<input type="checkbox"/> By checking this box, I agree to the terms and conditions of this application.	Date	<input type="text"/>
<input type="text"/>		(month/day/year)	<input type="text"/>
By typing your name, you electronically sign this application			

PART 2: SEVIS INFORMATION (To be completed by the Student Advisor or Designated School Official only)		
The student above has recently informed us that he/she intends to transfer to Seton Hall University. In order to process this, please complete the following and submit transfer form here , or mail/fax back to this office.		
SEVIS ID Number:	SEVIS Release Date:	School's Approved SEVIS Code:
N00 <input type="text"/>	<input type="text"/>	<input type="text"/>
Level of study pursued at your school: <input type="checkbox"/> High School <input type="checkbox"/> Language Training <input type="checkbox"/> Undergraduate <input type="checkbox"/> Masters <input type="checkbox"/> Ph.D. <input type="checkbox"/> Other		
Was the student pursuing a full course of study? <input type="checkbox"/> Yes <input type="checkbox"/> No		Last date of attendance: <input type="text"/>
Did the student transfer to your school? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, from what school? <input type="text"/>
Please list any periods of approved curriculum or optional practical training (CPT/OPT): <input type="text"/>		
Please list and explain any authorized reduced course loads (Medical/Academic): <input type="text"/>		
Please comment on any particular academic, financial, social or cultural circumstances that you believe might affect the student's education: <input type="text"/>		

PART 3: INTERNATIONAL STUDENT ADVISOR OR DESIGNATED SCHOOL OFFICIAL INFORMATION (To be completed by the Student Advisor or Designated School Official only)		
Last Name:	First Name:	Title:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone Number:	Email Address:	
<input type="text"/>	<input type="text"/>	
School Name:	<input type="text"/>	
School Address:	<input type="text"/>	
<input type="checkbox"/> By checking this box, I agree the information about the student named above is accurate and true.		
E-Signature	Date	<input type="text"/>
<input type="text"/>	(month/day/year)	<input type="text"/>
By typing your name above, you electronically sign this application		

Cost of Education for International Students for 2018-2019 Academic Year

All rates are subject to change * International students are required to be full-time

Undergraduate	Amount	English as a Second Language (ESL)	Amount
Tuition (Flat Rate Tuition between 12-18 credits per semester)	\$39,900	Tuition (\$183.33 per credit -12 hours per semester required for full time)	\$4,400
New Student Fee (one-time fee):	\$300	International Student Fee (one-time fee)	\$400
University Fee, Full-time	\$920	<i>Recreation Center Fee –Optional (For ESL students only)</i>	\$200
Mobile Computing Fee, Full-time	\$1,350		
International Student Fee (one-time fee)	\$400		
Total Tuition & Fees:	\$42,870	Total Tuition & Fees:	\$5,000
On-campus Housing (\$ 9,846) and Meal Plan #4 (\$4,856):	\$14,702	On-campus Housing (\$ 9,846) and Meal Plan #4 (\$4,856):	\$14,702
Books & Supplies	\$400	Books & Supplies	\$400
Personal Expenses	\$1,500	Personal Expenses	\$1,500
Medical Insurance*	\$1,792	Medical Insurance*	\$1,792
Total Other Expenses:	\$3,692	Total Other Expenses:	\$5,292
<u>Total Annual Cost for Undergraduate:</u>	<u>\$61,264</u>	<u>Total Annual Cost for ESL:</u>	<u>\$24,994</u>
Graduate Business Certificate (16 credits)	Amount	OTHER Certificates – Global Health Management and UN Studies (15 credits)	Amount
Tuition (\$1,279 per credit, based on 16 credits)	\$20,464	Tuition (\$1,212 per credit, based on 15 credits)	\$18,180
International Student Fee (one-time fee)	\$400	International Student Fee (one-time fee)	\$400
University Graduate Fee, Full-Time (\$130 per semester)	\$260	University Graduate Fee, Full-Time (\$130 per semester)	\$260
Technological Fee (\$250 per semester)	\$500	Technological Fee (\$250 per semester)	\$500
Total Tuition & Fees:	\$21,624	Total Tuition & Fees:	\$19,340
Off-campus Housing (\$12,000) and Meal (\$ 4,856)	\$16,856	Off-campus Housing (\$12,000) and Meal (\$ 4,856)	\$16,856
Books & Supplies	\$1,000	Books & Supplies	\$1,000
Personal Expenses	\$1,500	Personal Expenses	\$1,500
Medical Insurance*	\$3,706	Medical Insurance*	\$3,706
Total Other Expenses:	\$6,206	Total Other Expenses:	\$6,206
<u>Total Annual Cost for Grad. Bus. Cert. Programs:</u>	<u>\$44,686</u>	<u>Total Annual Certificate Costs:</u>	<u>\$42,402</u>
Graduate Business / SHMS - OT, PT, PA, SLP	Amount	Graduate College of Comm/Diplomacy/Education	Amount
Tuition (\$1,279 per credit, based on 9 credits per semester)	\$23,022	Tuition (\$1,212 per credit, based on 9 credits per semester)	\$21,816
International Student Fee (one-time fee)	\$400	International Student Fee (one-time fee)	\$400
University Graduate Fee, Full-Time (\$130 per semester)	\$260	University Graduate Fee, Full-Time (\$130 per semester)	\$260
Technological Fee (\$250 per semester)	\$500	Technological Fee (\$250 per semester)	\$500
Total Tuition & Fees:	\$24,182	Total Tuition & Fees:	\$22,976
Off-campus Housing (\$12,000) and Meal (\$ 4,856)	\$16,856	Off-campus Housing (\$12,000) and Meal (\$ 4,856)	\$16,856
Books & Supplies	\$1,000	Books & Supplies	\$1,000
Personal Expenses	\$1,500	Personal Expenses	\$1,500
Medical Insurance*	\$3,706	Medical Insurance*	\$3,706
Total Other Expenses:	\$6,206	Total Other Expenses:	\$6,206
<u>Total Annual Cost for Graduate Program:</u>	<u>\$47,244</u>	<u>Total Annual Cost for Graduate Programs:</u>	<u>\$46,038</u>
Law School	Amount	Graduate A&S, Nursing, SHMS – all other	Amount
Full-Time Tuition Rate	\$52,206	Tuition (\$1,259 per credit, based on 9 credits per semester)	\$22,662
University Fee, Full-time (\$200 per semester)	\$400	International Student Fee (one-time fee)	\$400
Technological Fee (\$220 per semester)	\$440	University Graduate Fee, Full-Time (\$130 per semester)	\$260
International Student Fee (one-time fee)	\$400	Technological Fee (\$250 per semester)	\$500
Total Tuition & Fees:	\$53,446	Total Tuition & Fees:	\$23,822
Off-campus Housing (\$9,220) and Meal Plan #4 (\$4,856):	\$14,076	Off-campus Housing (\$12,000) and Meal (\$ 4,856)	\$16,856
Books & Supplies	\$1,000	Books & Supplies	\$1,000
Personal Expenses	\$2,500	Personal Expenses	\$1,500
Medical Insurance*	\$3,706	Medical Insurance*	\$3,706
Total Other Expenses:	\$7,206	Total Other Expenses:	\$6,206
	<u>\$74,728</u>	<u>Total Annual Cost for Graduate Programs:</u>	<u>\$46,884</u>