



# International Programs

## International Application for Form I-20 and Certification of Financial Responsibility

**IMPORTANT:**

*The information on the following pages explains how to become eligible for F-1 student status in the United States.*

*The Form I-20 is a multi-purpose document issued by a U.S. government-approved educational institution certifying that a student has been admitted to a full-time study program and has demonstrated sufficient financial resources to stay in the United States. The Form I-20 allows an individual to apply for an F-1 student visa at a U.S. embassy or consulate abroad. You need a Form I-20 to obtain an F-1 student visa or status, or to keep lawful F-1 status when transferring or changing schools within the U.S.*

Submit the requested documentation via post, fax, or email to:

International Admissions  
Office of Enrollment Services  
Minot State University  
500 University Ave West  
Minot, ND 58707, USA

**Fax:** +1-701-858-3888

**Email:**

**Undergraduate and Post-Baccalaureate**  
[admissions@minotstateu.edu](mailto:admissions@minotstateu.edu)

**Graduate School**  
[penny.brandt@minotstateu.edu](mailto:penny.brandt@minotstateu.edu)

**The Form I-20 and Certificate of Eligibility Certifies that you have completed the following tasks:**

You are, or expect to be a "bona fide" student:	You have proven sufficient financial support:	You have submitted all required documentation
<input type="checkbox"/> Meet all requirements for admission	<input type="checkbox"/> To cover the entire cost of living and studying in the U.S. without working illegally or suffering from poverty	<input type="checkbox"/> Application for Form I-20 (pages 2-3)
<input type="checkbox"/> Accepted into a full-time program of study		<input type="checkbox"/> Student's Statement of Financial Responsibility (page 5)
		<input type="checkbox"/> Sponsor's Affidavit of Support (page 7)
		<input type="checkbox"/> Financial support documents
		<input type="checkbox"/> Photocopy of biographic page of passport

*These steps must be completed at the same time as you are applying for admission to Minot State University.*

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**INFORMATION REGARDING ACCEPTABLE SOURCES OF FINANCIAL SUPPORT**

**Your financial support can come from any combination of the following sources in the U.S. or abroad:**

1. **PERSONAL FUNDS** that come from your own resources, not those of your relative.
  - a. **Savings and/or investment statement(s) in your name.** The most recent statement of balances and deposits that is available. Statements cannot be more than 2 months old at the time you submit your statements.
2. **FUNDS FROM "SPONSORS"** (parents, relatives, friends). Unless you have sufficient funds to support yourself for your entire program of study, you will need a sponsor with an income sufficient to support you. You may have as many sponsors as you need.
  - a. **FINANCIAL SPONSOR(S) AFFIDAVIT OF SUPPORT (page 7 of this packet).**
    - i. This form may be photocopied for each sponsor. **All** questions must be answered.

**AND**

- b. **DOCUMENTARY EVIDENCE OF FUNDS AVAILABLE.** (instructions on page 6)
      - i. **Savings, investment, retirement or education fund statement(s)**
3. **OTHER SOURCES OF FUNDING** such as scholarships, graduate assistantships, loans or other sources.
  - a. **COPY OF YOUR SCHOLARSHIP AWARD LETTER, GRADUATE ASSISTANTSHIP CONTRACT OR LOAN TERMS** stating exactly what you will be receiving and for how long.
  - b. **Minot State academic scholarships cannot be used towards proof of financial support.**

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**DOCUMENTS THAT CANNOT BE USED TO PROVIDE FINANCIAL EVIDENCE:**

1. Discretionary income
  - a. We will **not** accept tax returns, pay stubs or letters of employment
2. Business income
  - a. Bank statements/letters must be for an individual and **cannot be under a business name**, even if the individual is self employed
3. Screen shots or photos of computer, phone or tablet screens will **not** be accepted



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## Application for Form I-20

**PART I: Personal Information\*** (\*required field)

1. **Gender\***  Male  Female (Please check one)      2. **Birthdate\*** \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ (month/dd/yyyy)

3. **Enter your name exactly as shown on your country's passport.\*** *Attach a copy of your passport to confirm your name.*

\_\_\_\_\_  
 Family (Last) Name                                      First (Given) Name                                      Middle Name(s)

4. **Your permanent, physical address in your home country. Postal boxes are not accepted.\***

\_\_\_\_\_  
 Number and Street (Physical Address - No PO Boxes)

\_\_\_\_\_  
 City                                      State/Province                                      Country                                      Postal Code

5. **Address in the United States (if known).** *This information is required for students transferring to Minot State from within the U.S.*

\_\_\_\_\_  
 Number and Street

\_\_\_\_\_  
 City                                      State/Province                                      Country                                      Postal Code

6. **Email\*** \_\_\_\_\_

7. **Telephone\*** \_\_\_\_\_      8. **Country of Birth\*** \_\_\_\_\_      9. **City of Birth\*** \_\_\_\_\_

10. **Country of Citizenship\*** \_\_\_\_\_      11. **Country of Permanent Residence\*** \_\_\_\_\_

12. **Will you be attending Minot State as an athlete?**  Yes  No *If yes, in what sport will you be participating?*

- Basketball     Hockey     Wrestling     Track & Field     Cross Country     Golf  
 Baseball     Football     Softball     Volleyball (women's)     Soccer (women's)

13. **Dependents:** A student wishing to have their family member(s) accompany them must document the following additional amounts for each family member per academic year of intended study:

Spouse: \$14,500; first child: \$6,580; each additional child: \$4,800.

**No.** I plan to come without dependents

**Yes.** The following dependents will accompany me (list names and relationships)

*Please attach a copy of dependent's passport biography page to confirm name.*

_____ Family (Last) Name	_____ First (Given) Name	_____ Birthdate (mm/dd/yyyy)	_____ Country of Birth	_____ Relation to you (spouse, child)
_____ Family (Last) Name	_____ First (Given) Name	_____ Birthdate (mm/dd/yyyy)	_____ Country of Birth	_____ Relation to you (spouse, child)
_____ Family (Last) Name	_____ First (Given) Name	_____ Birthdate (mm/dd/yyyy)	_____ Country of Birth	_____ Relation to you (spouse, child)

**PART II: If you are in the United States now, complete this section. If not, continue to Part III.**

**14. What is your current visa Status?\***

- F-1 What is your SEVIS ID Number?** \_\_\_\_\_  
If you are currently in F-1 student status, be sure to include the F-1 Transfer Clearance Form in your application.
- If not F-1, what is your current visa status?** \_\_\_\_\_

**15. Do you plan to travel outside the U.S. before school starts?\***  **No**  **Yes** Dates: \_\_\_\_\_

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**PART III: If you are not currently in the U.S, complete this section.**

**16. Have you ever attended school in the U.S in F-1 student status?\***  **Yes**  **No**

**a. If yes, what was the last date of attendance?** \_\_\_\_\_

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 SEVIS record transferred to Minot State before your new Form I-20 may be issued. Please send the international student advisor at your previous school the Minot State Transfer Clearance Form immediately to authorize the release of your SEVIS record to us.

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**PART IV: Shipping Address\***

**Print the name and address in English, exactly as it should appear on the envelope.  
For express shipping, postal boxes are not accepted and a physical address is required.**

Recipients First (Given) Name*	Recipients Family (Last) Name*		
Company/Business Name (if applicable)	Phone Number at Location		
Physical Address Number and Street (PO Boxes cannot be used for express shipping)*			
City*	State/Province	Country*	Postal Code

**Please Note: I-20 documents can only be picked up or mailed to either yourself or a parent/legal guardian (if you are under the age of 18). Shipping documents to a third-party are not allowed per U.S. federal policy.**

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**PART V: Preferred Shipping Method\***

- Hold for pick-up by:** \_\_\_\_\_  
Self or Parent/Legal Guardian Name (only available you are physically in the US) Phone

**Mail via STANDARD AIRMAIL** Delivery via standard mail can take 3-10+ weeks to arrive and does not include tracking. Standard mail is an option available up to 6 weeks prior to the start of the term. If your I-20 will be mailed less than 6 weeks prior to the start of the term, Express Delivery will be required.

**EXPRESS DELIVERY:** Express delivery is available for the cost of **US\$70.00 per packet shipped outside the USA or US\$25.00 per packet shipped within the USA.** Express delivery requests can be accommodated only after payment is successfully processed. This non-refundable shipping fee can be paid using MasterCard, Visa, or Flywire. If you choose Flywire (an online payment method, similar to a wire transfer or online credit card payment), instructions on how to pay the fee will be included in your acceptance email. Payments made via Flywire may take several days to process and documents will not be shipped until the payment has been confirmed by our local bank.

- MasterCard  Visa  Flywire

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_ / \_\_\_\_ 3-digit Security Code: \_\_\_\_\_  
(mm/yy) from reverse side of card

Cardholder Name: \_\_\_\_\_ Cardholder Signature: \_\_\_\_\_

I hereby authorize you to charge my credit card for the total fee of USD \$70.00 (outside USA) or \$25.00 (in USA) \*\*

**\*\*In order to verify authorization of this charge a copy of an official form of photo identification of the cardholder, showing a signature, must accompany with this form. Acceptable forms of identification include a passport, an official driver's license, or any other national or state issued identification card.**

## Your Annual Estimate of Expenses for International Students (2021-2022)

*This is a modest, “no extras” budget that does not include luxuries of any kind.  
It is highly recommended that you budget at least 10% more than the figures provided below.*

	Undergraduate:	Graduate:
Tuition and Required Fees	\$8,163	\$10,263
- Full-time=9 credit hours/semester for graduate students		
- Full-time=12 credit hours/semester for undergraduate students		
Mandatory Health/Accident Insurance Coverage	\$2,116	\$2,116
<i>12 months of coverage. This fee is non-negotiable.</i>		
Housing and Food	\$6,892	\$6,892
<i>This is based on the average cost of a shared room in a residential hall with a 19 meal per week plan</i>		
International Student Fee	\$150	\$150
Books and Supplies	\$1,100	\$1,100
Local transportation	\$1,232	\$1,232
<i>Travel to and from your country, or the costs of owning a car are additional expenses.</i>		
Misc. (personal items, clothing)	+\$2,356	+\$2,356
<b>Total Required University &amp; Living Costs:</b> <i>(this amount cannot be customized)</i>	<b>\$22,009</b>	<b>\$24,109</b>

### WORKSHEET: YOUR ESTIMATED ANNUAL COSTS

YOUR REQUIRED UNIVERSITY & LIVING COSTS <i>(appropriate amount from the top section):</i>	<u>Undergraduate</u> <b>\$22,009</b>	<u>Graduate</u> <b>\$24,109</b>
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YOUR ADDITIONAL DEPENDENT COSTS *(if any):*

**Dependent Costs:**

*If you are going to be accompanied by a spouse or child, you must show additional evidence of financial capability to cover their expenses during the academic year in the following amount:*

- \$14,500 annually for your spouse
- \$6,580 for your first child
- \$4,800 each additional child

+ \$

**YOUR TOTAL ESTIMATED ANNUAL COSTS:**

<b>\$</b>	<b>USD*</b>
<i>(minimum required \$22,009/\$24,109)</i>	

***\*This is the minimum amount of guaranteed funds you must document in order to be issued a Form I-20. Portions of this amount cannot be removed to create a lower amount, even if you are living off campus. Financial proof of the full amount is required by the federal government.***

*On-campus employment is extremely limited and competitive, and off-campus employment is strictly controlled by U.S. Citizenship and Immigration Services.*

*Expect annual increases of approximately 10% each year.*



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## Student's Statement of Financial Responsibility

Sources of Funding* (*required field)	Amount provided to the Student annually while attending Minot State (in US dollars)*	
Personal Funds <i>(Enclose personal bank statement)</i>	\$	USD
Cash Funds for a 1 <sup>st</sup> Sponsor. <i>(Enclose financial documents and "Affidavit of Support")</i> <b>Sponsor's Name:</b> _____	\$	USD
Cash Funds for a 2 <sup>nd</sup> Sponsor. <i>(Enclose financial documents and "Affidavit of Support")</i> <b>Sponsor's Name:</b> _____	\$	USD
Other sources of funding. <i>Scholarships/Loans/Other (Enclose supporting documentation)</i> <b>Specify Source:</b> _____	\$	USD
Other sources of funding. <i>Scholarships/Loans/Other (Enclose supporting documentation)</i> <b>Specify Source:</b> _____	\$	USD
<b>Total amount available to me every year of study.</b> Add the above amounts and list total in this box. This amount must be the same or more than your minimum annual costs listed on the previous page.	\$	<b>TOTAL:</b> USD* (minimum required \$22,009/\$24,109)

**The following supporting documentation is attached:**

**My personal financial evidence supporting documents:**  Savings account or investment statements

**Sponsors documents:**  Affidavit of Support

*Financial Evidence supporting documents must be:*

1. *Less than two months old at the time of submission of documents.*
2. *In English.*
3. *Photocopies or faxes, not originals.*

**(Keep the originals of documents you have sent us to take with you for entry into the U.S.)**

Bank Letter/Statement of Savings     Investments/Retirement/Education Funds

**Other sources of funding:**  Award letter(s)     Copy of contract(s)     Other relevant documentation

- Minot State academic scholarships **cannot** be used towards proof of financial support

### Student's certification

I certify that the information provided above is complete and correct and that I have attached the required supporting documentation. My signature below indicates that I understand that I am responsible for all tuition, fees, and living expenses that I incur during my attendance at Minot State. I further understand that with the exception of any scholarship or assistantship already offered to me by the university, I do not expect Minot State to provide me with financial assistance or employment.

If I am granted admission, I agree to be informed and knowledgeable about the United States federal regulations pertaining to international students and to comply with all relevant laws.

Student's Signature\* \_\_\_\_\_ Date\* \_\_\_\_\_

Student's Printed Name\* \_\_\_\_\_



# International Programs

## Financial Sponsor's Affidavit of Support

### WHAT DOES THIS AFFIDAVIT MEAN?

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* the student is going to study at Minot State 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.

### HOW TO COMPLETE THIS FORM:

- Fill this form out completely in English. *Promise only the amount of money you are able to give.*
- Attach documents that provide evidence of support

### ALL DOCUMENTATION YOU PROVIDE US MUST BE:

1. **Less than two months old at the time of submission of documents.**
2. **In English.**
3. **Photocopies or faxes, *not originals.*** (The student will need originals for their entry into the U.S.)

### DOCUMENTS THAT PROVIDE FINANCIAL EVIDENCE OF FUNDS AVAILABLE:

#### Savings, investment, retirement or education fund statement(s)

- a. The most recent statement that is available, which shows balances and deposits.
- b. If the statement is in the name of more than one person (example: husband and wife), each individual must sign the affidavit of support.

### EXAMPLES OF PROOF OF FINANCIAL EVIDENCE OPTIONS

*A combination of examples could be used if needed to meet the required amount.*

EXAMPLE #1	EXAMPLE #2
<b>Bank Statement/Bank Letter</b>	<b>Investments/Retirement/Education Funds</b> <i>proving liquid assets</i> <i>(does not include land, equipment, livestock, rental/lease properties, etc.)</i>
provide a statement less than 2 months old	provide statement less than 2 months old
includes institution name/logo	includes institution name/logo
includes sponsor(s) name	includes sponsor(s) name
shows balance of available funds	shows balance of available funds
shows currency	shows currency
in English or translated documents	in English or translated documents

### DOCUMENTS THAT CANNOT BE USED TO PROVIDE FINANCIAL EVIDENCE:

1. Discretionary income
  - a. We will **not** accept tax returns, pay stubs, or letters of employment
2. Business income
  - a. Bank statements/letters must be for an individual sponsor and **cannot be under a business name**, even if the sponsor is self employed
3. Screen shots or photos of computer, phone, or tablet screens will **not** be accepted



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## Financial Sponsor's Affidavit of Support

**This is to certify that I, the sponsor, \_\_\_\_\_, will provide funds**  
(Sponsors' printed names)  
**in the amount of no less than U.S. \$ \_\_\_\_\_ in support of \_\_\_\_\_**  
(Full name of student)  
**for their tuition and fees, room and board, books and supplies, and personal expenditures for every year of the student's program of study at Minot State University.**

My relationship to the student is \_\_\_\_\_  
Parent, spouse, brother/sister, friend, etc.

My Address is:  
 \_\_\_\_\_  
 \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

The additional following persons are fully or partially dependent upon me for their support. If you have no dependents other than the student named above, write "NONE."

_____	_____	_____
<small>Name</small>	<small>Relationship to me (spouse/child/etc.)</small>	<small>Age</small>
_____	_____	_____
<small>Name</small>	<small>Relationship to me (spouse/child/etc.)</small>	<small>Age</small>
_____	_____	_____
<small>Name</small>	<small>Relationship to me (spouse/child/etc.)</small>	<small>Age</small>
_____	_____	_____
<small>Name</small>	<small>Relationship to me (spouse/child/etc.)</small>	<small>Age</small>

Total savings/investments available: \_\_\_\_\_ (USD)

Name of my employer: \_\_\_\_\_ Annual Salary: \_\_\_\_\_ (in USD)

**I certify that the information I have provided above is true and correct and that financial statements are attached. (Statements under joint accounts require signatures from all parties listed on the account.)**

\_\_\_\_\_  
 Signature of Sponsor #1\*

\_\_\_\_\_  
 Signature of Sponsor #2

\_\_\_\_\_  
 Today's Date

\_\_\_\_\_  
 Today's Date