

HOW TO GET YOUR FORM I-20



Molloy University
Rockville Centre, NY

What is a Form I-20?

A form I-20 is a government form that tells the U.S. Government that you are eligible for F-1 student status. It certifies that:

- You are or expect to be a “bona fide” student
- You meet our Admissions requirements
- You will pursue a full course of study
- You proved to us that you have enough money to study and live in the U.S. without working illegally or suffering from poverty

Why do you need a Form I-20?

You need a Form I-20 to obtain an F-1 student visa, or to keep lawful F-1 status when transferring or changing schools within the U.S.

Does everybody need an I-20?

No, some international student’s do not need I-20’s. F-2 dependents that want to study full time, must obtain an I-20 and apply for a change of status to F-1 student. If you are maintaining another nonimmigrant status in the U.S., you do not have to have an I-20 and may attend school full or part time. Dependent children in E, H, I, J, L, M, N, O, P, Q, R or S status need to change status after their 21st birthday or if they marry. If you have no legal status, you may attend school, but you are not eligible to change status and do not need an I-20.

Warning: Do not enter the U.S. with a B-1, B-2, or B-1/2 visa. B visitors are prohibited by U.S. law from pursuing a course of study prior to obtaining a change of status to F-1 student.

RULES FOR GETTING YOUR FORM I-20

1. You must be a “Bona Fide” student. Your I-20 application will not be processed until you have been officially accepted to Molloy University.
2. You must prove that you can support the costs of living and studying in the U.S. for every year of your program of study.
 - **Do not expect that you will be able to work in the U.S. to help meet your annual costs. On-campus employment is limited; off-campus employment is strictly controlled by U.S. Citizenship and Immigration Services.**
 - Carefully review our school’s annual expenses. This is the amount you must prove will be available to you for every year in your program of study.
 - Expect annual increases in tuition and living expenses of approximately 5-10%. We strongly recommend that you and your family budget at least 10% more of the total costs. Too little money causes pain and distress.
3. Read and follow instructions carefully. Incomplete information may delay the processing of your I-20 application.

SOURCES OF FINANCIAL SUPPORT

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

1. **Funds from Sponsor(s)** – Parents, relatives, friends, and organizations may provide you with support in the form of cash and/or free room and board. You may have more than one sponsor.

Warning:

- **Part of your financial should come from your home country.**
 - **Sponsor(s) should only promise as much money as he/she is able to give.**
- 2. Personal Funds** – Money from your own resources, not those of your relatives.
 - 3. Funds from Molloy University** – Scholarships or grants awarded to you by Molloy. Not all institutional support covers the entire cost of attendance, so you may need additional support to cover your expenses.

DOCUMENTARY EVIDENCE REQUIREMENTS
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You will need to submit the following documents when applying for an I-20 from Molloy University:

- 1. Completed Application for Form I-20**
- 2. Proof of Cash Support**
 - Affidavit of Annual Cash Support for each financial sponsor. All questions must be answered, and the form must be notarized.
 - Proof of Income for each financial sponsor (*submit one of the following*)
 - Employer's letter on letterhead stationery with the most recent pay stub, or
 - Income tax returns or receipts with the most recent pay stub, or
 - Bank statement for the last six months, or
 - Proof of Investments, or
 - *If self-employed:* Income estimate by a bank or private accountant
 - *If Company Sponsor:* submit most recent "Profit and Loss Statement" for the company
- 3. Bank Statements** – each financial sponsor must submit a bank statement which states the date the account was opened, current balance, average deposits and average balances. If the bank statement is in the name of more than one person, each individual must submit an Affidavit of Annual Cash Support. If you will use **Personal Funds** to prove your financial capability, you must submit a bank statement in your name which states the date the account was opened, current balance, average deposits, and average balances.
- 4. Proof of Free Room and Board (*if applicable*)**
 - Affidavit of Free Room and Board. All questions must be answered, and the form must be notarized
 - Photocopy of Lease Deed, Deed, Rent Receipts
 - Proof of Income (*submit any of the following*)
 - Employer's letter on letterhead stationery with most recent pay stub, or
 - Income tax returns or receipts with the most recent pay stub, or
 - Bank statement for the last six months, or
 - Proof of Investments, or
 - *If self-employed:* Income estimate by a bank or private accountant
- 5. Proof of School Funds or other funding (*if applicable*)**
 - Copy of scholarship letter from Molloy University
 - Copy of award letter from outside organization, stating exactly what you will be receiving and for how long

IMPORTANT

All documents that you submit must be:

- 1. Less than two months old**
- 2. In English** (we cannot review documents that are not in English)
- 3. Photocopies or faxes** – you will need the originals of all documents that you have sent us to take to the American Embassy when we send you your I-20
- 4. Sponsor Affidavits must be notarized** – that is signed by the sponsor in the presence of a notary public, the notary public must sign, and the official seal of the notary public must be on the affidavit. There are notaries public at all U.S. embassies and consulates. In the U.S. most neighborhood pharmacists, lawyers and accountants are notaries. There are notaries in all countries, though the names for them may be different.

ANNUAL FINANCIAL REQUIREMENTS FOR INTERNATIONAL STUDENTS

2023-2024

Undergraduate		Graduate	
Tuition	\$36,280	Tuition	\$17,000
Fees	\$2,500	Fees	\$2,500
Room/Board	\$18,000	Room/Board	\$18,000
Books	\$1,500	Books	\$1,500
Transportation	\$2,200	Transportation	\$2,200
Personal	\$2,200	Personal	\$2,200
Total	\$62,680	Total	\$43,400

- The above figures are based on current costs. You may anticipate an annual increase of 5-10% in these costs
- If you plan to bring your dependents, you must show an additional **\$5,000** for your spouse and **\$4,000** per child, per calendar year of intended study.
- Summer study is not required but may be advisable if you must satisfy prerequisites. There are additional costs for summer study

I-20 APPLICATION CHECK LIST

- _____ Proof of income for financial sponsor(s)
- _____ Bank statement for financial sponsor(s) or personal bank account
- _____ Notarized Affidavit of Cash Support for each financial sponsor
- _____ Notarized Affidavit of Free Room and Board for financial sponsor
- _____ Copy of Deed, lease, rent receipts from sponsor providing free room and board
- _____ Copy of Scholarship letter from school or outside organization

RETURN FORM I-20 APPLICATION AND SUPPORTING DOCUMENTS TO

Molloy University
Student Solution Center
1000 Hempstead Avenue
P.O. Box 5002
Rockville Centre, N.Y. 11571-5002

Phone: 1-888-4-MOLLOY
Phone: 516-323-4404

Website: www.molloy.edu