



I-20 Application Instructions

The I-20 is a federal immigration document issued by LaGuardia Community College to certify to the U.S. government that you are eligible for F-1 student status. By issuing the I-20 form to you, the college certifies that (1) you have met our admissions requirements; (2) you will pursue a full course of study; (3) you have proved to us that you have enough money to study and (4) that you live in the U.S. without seeking employment.

Funding

Immigration law requires the college to verify that a student seeking an F-1 status has sufficient funds to finance their studies for the duration of their program. The following cost and length of study estimates should be reviewed to determine how much financial support you will need to complete your program.

The figures shown below are the **estimated minimum cost** of attendance for 12 months (1 academic year).

Tuition	\$ 8,047
Living Expenses (includes room and board, transportation, books, clothing and medical).....	\$ 26,269
Total Estimate	\$34,316

Application Requirements: The following documents **must** be submitted with the I-20 application:

1. Sponsor’s Bank statement or bank letter indicating a minimum of:

* **US\$68,632** (When student is sponsoring him/herself), * **US\$35,550** (When student is sponsoring him/herself and is provided with Free Room and Board).

* **US\$34,316** (When parent or other individual is the sponsor), * **US\$17, 775** (When student is provided with Free Room and Board and has a sponsor to provide financial support.

Keep in mind that you can use more than one sponsor, and each of them needs to fill out section 1 and 2 on your application; you can make copies of the form as needed.

Guidelines

- Must be dated within the last three months
- Name of account holder must be listed (If join accounts, use both names in the application)
- Amount of money in the account must be listed
- Must be in English or must include a certified English translation
- Type of account must be listed (checking, savings, etc.). No money market, retirement accounts, fixed deposit, or investment account are accepted.
- Type of currency must be listed

2. Sponsor’s most recent Income Statement:

Guidelines

- Sponsor’s **income tax forms** indicating previous year’s gross annual income.
- Or an **employment verification letter**, indicating: date and nature of sponsor’s employment, whether the position is temporary or permanent, and the annual income or salary paid. The letter has to be in company’s letterhead and sign by supervisor (Not the sponsor).

Minimum amount of income per year accepted is **\$34,316 or \$17,775 if provided with room and board.**

NOTE: If student is **sponsoring him/herself**, there is no need to submit Income statement. If you use a **company** as sponsor, please bring a copy of the Ownership paper showing owner’s name (same as the one in the Certification of Finances page 2 of the application).

3. Sponsor’s Affidavit of Free Room and Board (if applicable)

A person who is giving you free room and board may also be considered as sponsor. Free room and board represent a cash value of USD \$16,541 per year of study. This sponsor **must provide a photocopy of his/her lease or deed** along with a notarized Sponsor’s Affidavit of Free Room and Board (**Part 3, 4 and 5 of your I-20 application**, second page).

- 4. Photocopy of your passport’s** information page (page with your name, date of birth, expiration date)
- 5. Photocopy of your visa’s** information page (page with your name, date of birth, expiration date) if you already have an F-1 visa or if you enter the U.S with a different type of visa and plan to change your status to F-1.
- 6. Photocopy** of I-94 (Print from: <https://i94.cbp.dhs.gov/I94/#/home>) (**if you have I-94 in small card please copy Front and Back**)
- 7. Photocopy** of all previous I-20s (All pages except Instructions page)