

**I-20/DS-2019
Instructions**

*****Please carefully read the following information*****

1. A bank letter or bank statement showing that you have enough funds to support your studies is required to process your I-20 or DS-2019. This must be in English or accompanied by a notarized translation. Please see the attached Tuition and Estimated Living Expenses Estimate for International Students form for the amount your financial documents need to show.
2. Your financial documents must be issued/dated within six months of submitting them to WUSTL. In other words, if your financial documents are more than six months old, then they are considered invalid for I-20/DS-2019 purposes.
3. If the bank statement or bank letter is not in your name, we will also need a statement of financial support signed and dated by your sponsor. Please complete the financial support statement that is attached.
4. To ensure the authenticity of the bank letter, it must be printed on bank letterhead and be stamped by the bank. Bank statements can be accepted IF they are certified by a bank official by signature and a stamp/seal. Please refer to the enclosed International Student Financial Policy document for more information.
5. The currency must be clearly stated on the bank statement or bank letter and must also clearly show the funds available.
6. Funds on the bank statement or bank letter must be available for immediate withdrawal. In other words, funds in the form of property and investments cannot be accepted. **If your bank statement or letter includes an expiration date, it must be on or before August 1, 2021.**

******It is important to note that photographs and screenshots will not be accepted. Additionally, we reserve the right to require original documentation.***

Please send your financial documentation to the following email address:

IntLawDocs@wustl.edu

DS-2019 Checklist

Your completed packet for processing your DS-2019 will include:

- Bank letter or bank statement
- Statement of financial support *only if the bank letter or bank statement is not in your name*
- Copy of your passport

You will need to complete and send us the following enclosed forms:

- DCOF form
- DS-2019 Checklist
- Dependent Information form *only if bringing dependents*

You will need to complete the below online form and respond to the following question:

- A student status form found at the following link: <http://oiss.wustl.edu/forms/New-Grad-Student-Status-Form/>

All DS-2019s will be sent to the email address you used to apply to the program.

Please provide your permanent address and mobile phone number below. We will use this information when processing your I-20.

Street: _____

City: _____

Country _____

Zip Code _____

Mobile Phone number: _____

I _____ acknowledge that I have read the above information.
Print name

Student signature: _____

Date: _____

Declaration and Certification of Finances

For a One Semester Program

Return this form and supporting documentation to your admitting department contact.

This form must be fully completed before Washington University in St. Louis (WUSTL) can issue a visa eligibility document (Form I-20 or DS-2019). When completing this form and determining the amount of funding needed, refer to the estimate of expenses provided by your admitting department.

1. Name: _____
Last (Family) First (Given) Middle

2. Permanent Address: _____

_____ *City* _____ *Province or State* _____ *Country* _____ *Postal Code*

3. Marital Status: Single Married

4. Number of Children: _____

5. List persons financially dependent on you:

Name	Date of Birth	Relationship	City & Country of Birth	This person will:
				<input type="checkbox"/> Come with me <input type="checkbox"/> Join me later <input type="checkbox"/> Stay home
				<input type="checkbox"/> Come with me <input type="checkbox"/> Join me later <input type="checkbox"/> Stay home
				<input type="checkbox"/> Come with me <input type="checkbox"/> Join me later <input type="checkbox"/> Stay home

6. How will you support your dependents if they will be joining you in the United States? _____

7. In case of emergency, are additional funds available to you once you arrive in the U.S.? YES NO
If so, give the sources and amounts of money in U.S. dollars: _____

8. Does your government impose restrictions on the exchange & release of funds for U.S. study? YES NO
If yes, describe the restrictions: _____

ALL STATEMENTS OF SUPPORT MUST:

- Be in English and reflect amount of money being provided in U.S. dollars;
- Indicate relationship between sponsor and student;
- Be specified for studies at WUSTL and not another college or university.

ORIGINAL FINANCIAL CERTIFICATION IS REQUIRED FOR THE FIRST YEAR OF STUDY AND MUST:

- Be in English or have an accompanied English translation;
- Reflect amount of money being provided in U.S. dollars AND indicate funds are immediately available;
- MUST be original documents issued/dated within six months of submission to WUSTL;
- Bank letters MUST be on official letterhead and signed by a bank official (letters are preferred over statements);
- Bank statements can be accepted IF they are certified by a bank official by signature and stamp/seal.

SOURCES OF FUNDS

When completing the grid below, please note:

- Funding sources and amounts must be entered below for the semester you will study at WUSTL
- List as many sources as is relevant to your situation.
- The amounts certified as being available to finance your studies must equal tuition, insurance and fees plus living expenses for a six month period.
- The documentation required to certify your funding source is indicated in each respective row below.
- Funding provided from or through WUSTL does not need to be included on this form.

	Guaranteed Funding in U.S. \$
PERSONAL SAVINGS <ul style="list-style-type: none"> • Original bank letter <i>OR</i> original, certified bank statement 	\$
PARENTS AND/OR RELATIVES <i>(provide name(s) & relationship(s))</i> Name: _____ Rel. _____ Name: _____ Rel. _____ <ul style="list-style-type: none"> • Original letter of support from parent or relative, <i>AND</i> • Original bank letter <i>OR</i> original, certified bank statement 	\$
LOANS Name of Institution: _____ <ul style="list-style-type: none"> • Original letter, on official letterhead, from lending institution showing amount of funds for student's expenses and date range. 	\$
SPONSORS AND/OR FRIENDS <i>(provide name(s) and relationship(s))</i> Name: _____ Rel. _____ Name: _____ Rel. _____ <ul style="list-style-type: none"> • Original letter of support from sponsor or friend, <i>AND</i> • Original bank letter <i>OR</i> original, certified bank statement 	\$
SALARY OR STUDY-LEAVE ALLOWANCE <ul style="list-style-type: none"> • Original letter from employer, on official letterhead, showing funds for student's expenses and date range covered. 	\$
YOUR HOME GOVERNMENT Name of Agency: _____ <ul style="list-style-type: none"> • Original letter, on official letterhead, from government agency indicating amount and type of financial aid and date range covered. 	\$
OTHER: _____ <ul style="list-style-type: none"> • Original documentation on official letterhead stating type of funding, amount, date range covered and source. 	\$
<i>Each column must be equal to at least the minimum expense amount specified to you by your department.</i> TOTAL	\$

I certify that the information above is correct and complete. I further understand that failure to provide the required certification will delay the processing of my I-20/DS-2019.

Student's Signature: _____

Date: _____

DEPENDENT INFORMATION FORM

If you are bringing a dependent with you, please complete this form for each dependent as well as submit a copy of each dependent's passport.

Note: Dependents include spouses and children only.

Full Name
Relationship
Date of Birth
City of Birth
Country of Birth
Country of Citizenship
Country of Permanent Residency

**WASHINGTON UNIVERSITY IN ST. LOUIS
OFFICE FOR INTERNATIONAL STUDENTS AND SCHOLARS
TEMPLATE STATEMENT OF SUPPORT/SPONSORSHIP**

Date:

Student Name:

Dates student will attend WUSTL:

I agree to provide financial support for the above-named student while he/she is studying at Washington University in St. Louis. This sponsorship includes, but is not limited to, tuition, fees and living expenses as outlined in the expense estimate provided by the student's admitting department.

- Amount of support being provided: \$_____USD
- Length of time support being provided: _____ years

I have attached bank certification to demonstrate I have sufficient financial resources, available for immediate withdrawal, to cover the amount I agree to sponsor.

If you have any questions, please do not hesitate to contact me using the contact information listed below.

Sincerely,

(Signature required in box)

Sponsor Name:

Sponsor's relationship to the student:

Sponsor's e-mail address:

**2021-2022 Tuition and Living Expenses Estimate
For International Students**

Tuition (\$62,666) and Health Fee (\$2,480):	\$65,146.00
Estimated Living Expenses for Student Only:	\$24,400.00
Student Bar Association Fee:	\$130.00
Total Estimated Expenses for a 10 month period:	\$89,676.00

***** IMPORTANT:** If you have any dependents that you are bringing to the United States to live with you, your Letter of Credit must reflect that you have funds available to pay for your dependents' living expenses as well as your own expenses.

First Dependent	\$9,000
Each Additional Dependent	\$5,000

Initial Expense Estimates for Graduate Students

Students should have sufficient funds to pay for rental and utility deposits, and household furnishings. The figures below indicate the approximate range of those expenses.

First month's rent and rental deposit:	\$900.00 - \$2,400.00
Utility and phone deposits:	\$170.00 - \$340.00
Household furnishings:	\$350.00 - \$1,850.00

The budget outlines above cover only minimal essential expenditures. Items such as clothing, recreation, and incidentals are variables, and the cost of travel to St. Louis is not included.

Financial Documentation for International Students

*******Please read this form carefully*******

Before a certificate of eligibility can be issued for a newly admitted student, the U.S government requires that Washington University has evidence of readily available and sufficient funding.

F-1 students (I-20) must submit financial documentation to cover the cost of the first year of the student's program. The Office for International Students and Scholars also requires a completed Declaration and Certification of Finances (DCOF) to provide evidence that students have made a plan for their funding for the duration of their program.

J-1 students (DS-2019) must submit financial documentation showing access to sufficient funds to cover the entire length of the program.

Proof of funding may come in the form of a bank statement, bank letter, or letter detailing a scholarship or corporate sponsorship. If a student has a sponsor providing funds, a commitment of support from the sponsor will also be required.

*******It is important to note that photographs and screenshots will not be accepted. Additionally, we reserve the right to require original documentation.***

Bank Statement or Bank Letter Requirements

All documents from a financial institution must include the following information:

- ✓ A date which is **no older than 6 months** from the date the documents were received by Graduate and International Programs.
- ✓ The account holder's full name in English. Initials only or first name and last initial will not be accepted.
- ✓ For F-1s: The total amount listed per account or a sum of all the accounts which equals or exceeds the cost of the first year tuition and living expenses.
- ✓ For J-1s: The total amount listed per account or a sum of all the accounts which equals or exceeds the tuition and living expenses for the entire length of the program.
- ✓ All bank letters must be printed in English and on official bank letterhead or contain an official logo, stamp, seal, or signature.

Commitment of Support Requirements

We prefer sponsors use the commitment support template. Other documentation may be accepted – or required – as outlined below:

- ✓ Family Sponsors
 - Please encourage sponsors to use the commitment of support Template. If the student chooses to have their sponsor write a letter of support, that letter must include all of the same information as the OISS template.
- ✓ Individual Sponsors
 - Individuals sponsoring an international student (Ex: housing free of charge or tuition support) must complete the I-134 which can be found here: <http://www.uscis.gov/sites/default/files/files/form/i-134.pdf>
- ✓ School Sponsors
 - Students sponsored by their home university must have a letter from the school stating their intent to financially support the student, the amount of the support, and the dates that support will be provided.
- ✓ Corporate Sponsors
 - Students sponsored by a business (foreign or domestic) must have a letter on company letterhead which states their intentions to sponsor the international student's education using business funds, the amount of the support, and the dates that support will be provided.
- ✓ Private Scholarships
 - Students who receive their funding through a private scholarship must provide a letter from the sponsor stating the intention to sponsor the student, the amount of support, and the dates that support will be provided.

Unacceptable Financial Documentation

Please be aware that the following items remain unacceptable as proof of financial support:

- Retirement Accounts
 - ✓ These accounts are subject to taxes and a plethora of laws which would greatly reduce the amount of money received compared to what appears on the document.
- Proof of valuable property
 - ✓ Property cannot be easily sold and the value is subject to many outside factors.
- Tax and income statements
 - ✓ Tax and income statements show only how much money a person made over a given time or their projected income, not the amount which is currently liquid.
- Photographs or screenshots of bank statements or letters
 - ✓ We will not issue I-20s/DS-2019s based on photos of bank documents taken with a cell phone or other camera.

Acceptable and Unacceptable Financial Documents Overview

The title of these financial documents can vary from bank to bank. If a document is submitted and the title is not listed below, feel free to reach out to the Graduate and International Programs Office.

Acceptable Financial Documents	Unacceptable Financial Documents
Bank Statement	Retirement Accounts
Bank Letter (signed or stamped)	Income Statements
Corporate statement of support	Proof of valuable property ownership
Certificate of Deposit	Tax records as proof of income
Government statement of support	Photographs of financial documents
Online Bank Statement/Account Summary	Screenshots of financial Apps
Certification of Account Balance	Letters authored by the sponsor attesting to their account balance
Personal Certificate of Deposit	Letters of projected income
Certification of Deposit Balance	
Confirmation of Account Balance	
Student Loans	
Washington University Support	