



The International Student and Scholar Services office would like to congratulate you on your acceptance to Loma Linda University (LLU). I want to help you achieve your educational goals while you are at LLU.

Included in this mailing, is our **Certification of Finances (CF)** form and the **Financial Acknowledgement** form. I would like to briefly explain these forms and outline what you need to do to obtain an I-20 visa application form (which is one of the documents that you need to apply for an F-1 Student visa).

The top section of the first page of the **CF** form is where you need to fill in your personal information; keep in mind that all of this information will be used in preparing your I-20. Make sure this form is filled out completely and accurately since any errors will delay the visa application process.

The second (middle) section of the first page is where you will provide information about your spouse and minor-aged children (under the age of 21) whom you will bring with you to the U.S. and whom will be financially dependent on you. This information will be used to issue F-2, I-20(s) for each of your dependents. Please use the spelling of their names as listed in each of their passports. Please modify the living expense subtotal and total estimate as required to include your dependents.

The lower part of page one is our **Estimate of Expenses** section. This section is where I have indicated an estimate of the expenses you can expect. You will need to document the funding available to you during your first 12 months (or the duration of your program, whichever is shorter) at LLU. You need to provide me with original bank statements or financial documents (for example, educational loans, scholarships, sponsorships, et cetera) that are equal to or exceed this specified total amount. These documents need to be the most current available and dated no older than three months at the time you mail them to me.

Loma Linda University policy requires that most accepted international students pay an advance refundable **International Student Deposit** of \$8,000.00 (USD). This deposit is fully refundable, less any courier fee for your mailing your I-20, under the following circumstances:

- 1) the last quarter of your enrollment at LLU, the deposit will be applied to your student account, or
- 2) you terminate your program at LLU, or
- 3) you are denied a visa by the U.S. Embassy or Consulate.

LLU will place a \$20.00 per quarter credit on your student account for every quarter you are registered and we are holding your deposit.

On the second page of this form, you will summarize your financial sources which will need to meet or exceed the total estimate of expenses, as listed on page one. Since the finances that you show us do not necessarily come from your personal funds, be aware that LLU holds you responsible for collecting the funds from your sponsor(s) to pay your LLU account. You are required by U.S. immigration regulation to provide this information to me so that I can determine your eligibility for an I-20.

The bottom portion of this form is to be filled out and signed by a non-U.S. Citizen or non-U.S. Permanent Resident who is committed to sponsoring you. If you have more than one sponsor, you can duplicate this second page for each sponsor. If any person sponsoring you is a U.S. Citizen or U.S. Permanent Resident, U.S. immigration regulations require this type of sponsor complete their legal form **I-134 Affidavit of Support**. The I-134 form is available on the internet at: <http://www.uscis.gov> under the "Immigration Forms" link or you can contact me and I will e-mail you a copy of the form.

The **Financial Acknowledgement** form is a one-page document where you acknowledge that you are responsible for covering all your expenses while enrolled in the program. Regardless of how you are covering your expense, if you lose your initial or primary source(s) of funding, you are ultimately responsible to find a new source(s) of funding and ensure payments are made in a timely manner.

Your financial plan will include the completed forms **Certification of Finances** and **Financial Acknowledgement** in addition to supporting documents such as bank statements, a loan certification letter, or a financial guarantee letter. The total funding for the supporting documents must equal or exceed the total cost of your program that is listed on the **Certification of Finances** form.

If you are currently in F-1 visa status and have an active I-20 form, your I-20 must be electronically transferred out by your current International Student Advisor to LLU so that we can issue you a new I-20. The **Transfer Request form** attached is designed by our office and it is one way for us to verify with your current school's International Student Advisor that you have been maintaining your F-1 status. Other important information that we collect from this form is the date that your current school will be releasing your information to Loma Linda University. If you satisfy all transfer requirements in a timely manner, our office can issue an I-20 AFTER the release date has been reached.

IMPORTANT NOTE: Have in mind that your school can only input a release date for you in the system before you complete your program; therefore, you need to make sure we have everything in our office before this date. (The completion date might not be the same as graduation date; completion date is the date that you have completed all the requirements to earn your degree at your current school).

Once all of your financial plan documents have been received by me, I will review them to verify that they meet the immigration regulations. Once your financial plan documents are reviewed and you pay the **International Student Deposit**, I will issue the I-20(s) and provide other pre-arrival instructions on how to apply for the F-1 Student visa. I will send these to you by Federal Express (FedEx) courier service. The FedEx mailing fee will be charged to your LLU student

account during the first term of your program. If you are already present in the U.S. you may request that ISSS Office hold the I-20 and you may pick it up in person.

In conclusion, here is the checklist of the **required** items you need to send:

- Certification of Finances and Financial Acknowledgement* – modified and completed as necessary.
- Recent bank statements, sponsorship letter(s), affidavit(s) of support, loan documents, and award or scholarship document(s).
- Demand Draft, cashier's check, international money order, or confirmation of online or credit card payment for the \$8,000.00 (U.S. dollars) refundable advance ***International Student Deposit***.
- Photocopy of passport page with photo and biographical information on it.

Items that are required if you are currently in F-1 status and will transfer your I-20 to us:

- Current I-20
- Employment Authorization Card (i.e. OPT card), if applicable
- Transfer Form (signed by your current International Student Advisor/DSO)
- I-94 (found online at <https://i94.cbp.dhs.gov/I94/#/home>)
- U.S. visa (If not applicable, a copy of the visa you entered the country with)
- Current passport
- Current U.S. address
- Foreign address (maybe your parents or other close family members)
- Social security card and driver's license (if applicable)

Thank you for your diligence in meeting these requirements. I look forward to meeting you and assisting you in meeting your educational goals. I believe that the Great God that we serve has a purpose and mission for your life and we are happy to be a part of your journey at LLU.

Sincerely,

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