

The Florence Academy of Art

888 Newark Avenue, Jersey City, NJ 07306 - Tel: 201-685-7080 - Fax: 201-685-7119
info.us@florenceacademyofart.com

THESE ARE THE RULES FOR GETTING YOUR FORM I-20

- 1. YOU MUST BE A "BONA FIDE" (REAL) STUDENT, ACCEPTED TO A FULL-TIME PROGRAM OF STUDY.**
- 2. YOU MUST PROVE TO US THAT YOU CAN SUPPORT THE COSTS OF LIVING AND STUDYING IN THE US FOR EACH YEAR OF THE PROGRAM OF STUDY. THIS IS REQUIRED BY THE US GOVERNMENT IN ORDER TO ISSUE THE FORM I-20.**
- 3. DO NOT EXPECT THAT YOU WILL BE ABLE TO WORK IN THE US TO HELP MEET YOUR ANNUAL COSTS! ON-CAMPUS EMPLOYMENT IS LIMITED, AND ONLY APPLICABLE TO SECOND AND THIRD YEAR STUDENTS IN THE FORM OF WORK-STUDY SCHOLARSHIPS; OFF-CAMOUS EMPLOYMENT IS STRICTLY CONTROLLED BY THE US DEPARTMENT OF HOMELAND SECURITY.**
- 4. CAREFULLY REVIEW OUR SCHOOL'S "ESTIMATED ANNUAL COSTS FOR INTERNATIONAL STUDENTS" ALSO ATTACHED IN YOUR ACCEPTANCE PACKET. THIS IS THE AMOUNT THAT YOU MUST PROVE THAT YOU CAN SUPPORT FOR EACH YEAR OF THE PROGRAM OF STUDY.**
- 5. THESE REQUIREMENTS ARE NOT NEGOTIABLE. THEY REPRESENT A MODEST AVERAGE BUDGET THAT DOES NOT INCLUDE LUXURIES OF ANY KIND. WE STRONGLY RECOMMEND THAT YOU BUDGET AT LEAST 10% MOR EIF POSSIBLE. TOO LITTLE MONEY CAUSES PAIN AND DISTRESS. STUDENTS AND THEIR FAMILIES SHOULD LOOK CLOSELY AT THE COSTS OF LIVING AND STUDYING AT OUR SCHOOL AND MAKE CAREFUL PLANS TO BE SURE YOUR NEEDS WILL BE MET.**
- 6. EXPECT ANNUAL INCREASES. THE FLORENCE ACADEMY OF ART TENDS TO HAVE ANNUAL/BIANNUAL TUITION INCREASES OF APPROXIMATELY 2%.**
- 7. SOMETIMES, WE MAY HAVE TO ASK YOU TO GIVE US MORE PROOF OF YOUR FUNDING. PERHAPS MORE THAN ONCE. THE US GOVERNMENT REQUIRES THAT WE BE SURE, TO THE BEST OF OUR ABILITY, THAT YOU WILL HAVE ENOUGH FINANCIAL SUPPORT DURING YOUR STAY.**
- 8. COMPLETE THE APPLICATION FOR A FORM I-20.**
- 9. HAVE YOUR SPONSOR(S) COMPLETE THE SPONSOR'S AFFIDAVIT AND ATTACH THE REQUIRED EVIDENCE.**
- 10. SUBMIT YOUR APPLICATION FOR A FORM I-20, SPONSOR'S AFFIDAVITAND EVIDENCE TO US ELECTRONICALLY (SCAN OR FAX), OR MAIL US COPIES. *DO NOT SEND US ORIGINALS* KEEP THE ORIGINALS TO TAKE TO YOUR VISA INTERVIEW.**

FUNDING SOURCES

YOUR FUNDING CAN COME FROM ANY COMBIANTION OF SOURCES IN THE US OR ABROAD.

- 1. FUNDS FROM "SPONSORS" (PARENTS, RELATIVES, FRIENDS, ORGANIZATIONS):** YOU MAY HAVE AS MANY SPONSORS AS YOU NEED. SPONSORS MAY PROVIDE YOU WITH SUPPORT IN THE FORM OF MONEY AND/OR ROOM AND BOARD. FREE ROOM AND BOARD IS WHEN YOU LIVE WITH SOMEONE AND DON'T HAVE TO PAY FOR YOUR ROOM OR FOR FOOD.

WARNING: IT IS HIGHLY RECOMMENDED THAT AT LEAST PART OF YOUR FINANCIAL SUPPORT COME FROM YOUR HOME COUNTRY. THIS HELPS WHEN YOU APPLY FOR YOUR STUDENT VISA!

WARNING: A SPONSOR SHOULD PROMISE ONLY AS MUCH MONEY AS HE OR SHE IS CPAABLE OF GIVING YOU. SOME SPONSORS BELIEVE THAT THE MOR EMONEY THEY PROMISE, THE EAISER IT WILL BE TO GET YOUR I-20. THE MOST COMMON REASON WE REJECT FINANCIAL DOCUMENTS IS THAT WE DO NOT BELIEVE THE SPONSOR CAN AFFORD TO GIVE AS MUCH MONEY AS PROMISED. A SPONSOR SHOULD PROMISE ONLY WHAT HE OR SHE INTENDS TO GIVE, AND ONLY AS MUCH AS CAN BE AFFORDED.

- 2. PERSONAL FUNDS** COME FROM YOUR OWN RESOURCES, NOT THOSE OF ANYONE ELSE. FOR EXAMPLE, IF YOUR PARENTS PUT MONEY IN YOUR BANK ACCOUNT, WE WILL ASK YOU TO SUBMIT THE EVIDENCE REQUIRED OF SPONSORS, UNLESS YOU HAVE ENOUGH CASH TO SUPPORT YOURSELF FOR THE ENTIRE PROGRAM OF STUDY OR CAN PROVE OTHER SOURCES OF PERSONAL INCOME, YOU WILL NEED A SPONSOR WITH AN INCOME SUFFICIENT TO SUPPORT YOU.
- 3. FUNDS FROM THIS SCHOOL** SUCH AS: A SCHOLARSHIP. SHOULD YOU BE AWARDED A WORK-STUDY SCHOLARSHIP IN YOUR SECOND OR THIRD YEAR, DO NOT FACTOR THAT AMOUNT IN HEAVILY TO YOUR PROOF OF FUNING, AS IT WILL NOT COVER THE FULL COST OF THE PROGRAM, ABD YOU MAY NEED ADDITIONAL SUPPORT OT MEET YOUR MINIMUM ANNUAL COSTS.

EVIDENCE REQUIREMENTS

COMPLETE THE APPLICATION FOR THE FORM I-20 (ATTACHED) AND SUBMIT IT WITH ALL THE REQUIRED EVIDENCE OF FUNDING DIRECTLY TO THE INTERNATIONAL STUDENT SERVICES OFFICE, ELECTRONICALLY, FAX, OR MAIL DO NOT MAIL US ORIGINALS; KEEP THEM FOR YOUR VISA INTERVIEW.

ALL DOCUMENTS YOU GIVE US MUST BE:

- 1. LESS THAN TWO MONTHS OLD.**
- 2. IN ENGLISH (*WE CANNOT REVIEW DOCUMENTS THAT ARE NOT IN ENGLISH!*)**

EVIDENCE REQUIRED:

1. SPONSORS OF CASH SUPPORT:

- a. SPONSOR'S AFFIDAVIT AND PROOF OF ANNUAL CASH SUPPORT.** THIS FORM MAY BE COPIED FOR EACH SPONSOR. ALL QUESTIONS MUST BE ANSWERED. LEAVE NOTHING BLANK.

2. PROOF OF INCOME:

- a. INDIVIDUAL SPONSOR: ANY OF THE FOLLOWING WITH MOST RECENT PAY STUB:**

- i. INCOME TAX RETURNS OR RECEIPTS;
- ii. PAY STUBS FOR THE LAST 6 MONTHS'
- iii. BANK/INVESTMENT STATEMENTS FOR THE LAST 6 MONTHS;

- b. COMPANY SPONSOR:**

- i. BUSINESS REGISTRATION, LICENSES, AND PROFIT AND LOSS STATEMENT.

- 3. BANK STATEMENT IN THE NAME OF THE SPONSOR ONLY.** A MONTHLY STATEMENT OF BALANCES AND DEPOSITS. LETTERS FROM BANK OFFICIALS WILL NOT BE ACCEPTED.

WARNING: IF THERE IS NO PROOF OF INCOME PROVIDED WITH A BANK STATEMENT, THEN THE STATEMENT BALANCE WILL BE TOTALED AND DIVIDED BY THE NUMBER OF YEARS IN YOUR PROGRAM OF STUDY TO DETERMINE THE AMOUNT AVAILABLE TO YOU FOR EACH YEAR.

WARNING: THE INCOME OF THE COMPANY IS NOT THE PERSONAL INCOME OF THE OWNER OF THE BUSINESS, AND WILL NOT BE ACCEPTED AS PROOF OF INCOME. THE OWNER/SPONSOR MUST STILL PROVIDE PROOF OF PERSONAL INCOME

WARNING: IF A BANK STATEMENT IS IN THE NAME OF MORE THAN ONE PERSON, EACH INDIVIDUAL MUST SUBMIT AN AFFIDAVIT OF SUPPORT.

WARNING: WE CANNOT ACCEPT BANK STATEMENTS THAT DO NOT SPECIFY MONTHLY BALANCES AND DEPOSITS!

SPONSORS OF FREE ROOM AND BOARD

1. **SPONSOR'S AFFIDAVIT AND PROOF OF FREE ROOM AND BOARD**
2. **PROOF OF INCOME: ANY OF THE FOLLOWING WITH MOST RECENT PAY STUB:**
 - a. INCOME TAX RETURNS OR RECEIPTS;
 - b. PAY STUBS FOR THE LAST 6 MONTHS;
 - c. BANK/INVESTMENT STATEMENTS FOR THE LAST 6 MONTHS
3. **COPY OF PROPERTY LEASE, DEED, RENT RECEIPTS, OR UTILITY BILL**

WARNING: IF YOU ARE PRESENTLY IN THE US, YOU MUST BE LIVING WITH THE SPONSOR AT THE TIME OF FILING THIS APPLICATION FOR THIS TO BE CONSIDERED TOWARDS YOUR MEANS OF SUPPORT.

PERSONAL FUNDS:

BANK/ASSET STATEMENT IN YOUR NAME: MONTHLY STATEMENT OF BALANCES AND DEPOSITS

SCHOOL FUNDS:

COPY OF YOUR AWARD LETTER OR CONTRACT STATING EXACTLY WHAT YOU WILL BE RECEIVING AND FOR HOW LONG