

Dear Prospective Student:

Thank you for your interest in the Hunter College, International English Language Institute (IELI).

In order to receive the I-20 form, which gives you acceptance at the IELI, you must first prepare several documents for admission. The IELI's upcoming semesters are listed below for your reference. Review the application deadlines and the school reporting dates very carefully.

When your admission to the IELI is approved, you will receive your new I-20 form, acceptance letter, and more information about applying for the Student Visa (F-1). Follow the steps for applying for the F-1 Visa very carefully before you visit the American Embassy with your documents.

**** Transfer students** - In order to officially transfer to the IELI, the International Student Advisor/DSO of your previous school must, first, verify that you do not have any Immigration violations. If your advisor informs you that you are eligible to transfer, next, you must prepare the required documents for your admission to our program.

<u>Semesters and Reporting Dates</u>				
Semester	Program Dates	Abroad Student Application Deadline	Transfer student Application Deadline	Abroad Student Report School by
Fall I 2021	August 30th to October 25th	July 26 th	August 27 th	August 9 th
Fall II 2021	November 1st to December 23rd	September 27 th	October 29 th	October 11 th
Spring I 2022	January 24th to March 19th	December 13 th	January 21 st	December 27 th
Spring II 2022	March 28th to May 21st	February 14 th	March 25 th	March 7 th
Summer 2022	May 30th to July 27th	April 18 th	May 27 th	May 9 th

***Note: If you have questions regarding the application deadlines, you may contact our office using the contact information below.**

We look forward to having you as a student at the Hunter College, IELI. If you have any questions, please contact us.

Sincerely,

**Hunter College- IELI
International Student Office**

INSTRUCTIONS FOR PREPARING DOCUMENTS FOR THE I-20 FORM

Please read the information below and follow the steps.

STEP 1: HOW TO DETERMINE IF YOU or SOMEONE ELSE CAN BE A SPONSOR

All students coming to the United States for study must demonstrate that they have sufficient funding for their program of study. Please submit the Original Financial Certification separately. All financial documents must be less than three months old. If you are sponsored by someone other than yourself, please include the Affidavit of Support and Proof of Finances for each sponsor.

IELI requires proof of financial support of **\$22,500** for the first academic year.
(see page 5 for the financial documents)

STEP 2: HOW TO PAY THE I-20 APPLICATION AND TUITION FEE

The application fee is **\$175.00**, the placement test is **\$25.00** and the Registration fee is **\$35.00**
The tuition per semester for a full-time is below;

Program	Hours per Week	Tuition
Academic Skills Day Time	18	\$1,900
Academic Skills Evening	18	\$1,600
Intensive English Program 4 week Session (Abroad applicants can not apply for the 4 week session)	22.5	Currently Unavailable
Intensive English Program 8 week Session	22.5	Currently Unavailable
Intensive English Program 12 week Session	22.5	Currently Unavailable

You can make your payment in two ways:

- **ONLINE REGISTRATION:** *Increase your chances to get in the program time of your choice!*
 - ✓ Go to the IELI website at <http://www.hunter.cuny.edu/ieli> → “Register Now”.
 - ✓ Next, Select “Courses/New Students” to open the screen for semesters and program choices.
 - ✓ Check the box, “**YES- I plan to get an I-20 from your school / I have an I-20**” before you choose your courses.
 - ✓ Register for a full-time course of **18 hours per week** and make your credit card payment (Complete Credit Card Authorization form page 7)
 - ✓ **Print a copy of your on-line transaction** for your records.
 - ✓ PLEASE NOTE: If you have any problems with your online registration, you can e-mail the Registration Office at ieli@hunter.cuny.edu.
- **U.S. BANK CHECK or MONEY ORDER PAYMENT:** Obtain an U.S. bank check or money order made payable to: **Hunter College, IELI** and send it with your admission documents.
- **We do not accept international check, money order or cash**

**** I-20 will be issued when the full payment is made.**

I-20 APPLICATION CHECKLIST

In order to receive the I-20 form to study at the IELI, you must submit the following documents:

Complete the [IELI Online I-20 Application](#) (Copy of passport must be attached and **full payment must be made with this link**)

[Original Bank Statement or Bank Letter](#) in English with a minimum balance of \$22,500. (can be emailed in PDF)

**** If someone else is your financial sponsor** (can be emailed in PDF)

1. Sponsor's Bank Statement or Bank Letter in English with a minimum balance of \$22,500

2. [Affidavit of Support Form](#) (page 4)

3. Proof of income (Pay stub, W2, Job letter, Income Tax Return, etc..)

Complete Payment for the First Semester

Complete Payment of \$65 International Express Mail Fee or \$25 Domestic (within the U.S.)
Express Mail Fee (If Applicable)

Transfer Student - Copy of All Three Pages of All I-20 Forms From All Schools Attended in the U.S.

Transfer student - Copy F-1 Visa

Transfer Student - Copy of the I-94 arrival stamp or card (blue and red stamp in your passport)

Transfer Student - Copy of Any Previous F-1 Status Document (If Applicable)

**** Transfer students will receive an [acceptance letter](#) and [transfer verification form](#) when the international student office receives a complete application.**

=====
For Office Use Only

DSO Initial: _____ Date: _____

Comments:

Affidavit of Support Form

Instructions: The financial sponsor must complete Part **A and B** of this form. If there is more than one sponsor, each sponsor must complete a **separate** Affidavit of Support.

SECTION A:

SPONSORS WHO WILL SUPPORT A STUDENT

1) I hereby certify that I am willing and able to support _____ with no less than
(Name of student)

\$ _____ * per year for educational and living expenses while he/she studies in the United States.

***Note:** Students need a minimum of **\$22,500** to cover their expenses for the first academic year. An additional \$8,000 must be added to this amount for a spouse or \$8,000 for a child for dependent status.

2) My relationship to the student is: () father () mother () other _____

3) I am _____ years old and presently I () live () do not live in the United States.

4) I have on deposit in the bank a savings/checking account which totals \$ _____

***Note:** Bank statement/letter in English from financial sponsor(s) must total **\$22,500**.

5) I also receive other income from _____ which totals \$ _____

6) I have (2, 4, etc.) _____ family members that also depend on me for financial support.

SECTION B: AFFIRMATION OR OATH

By completing this affidavit, you are swearing to the U.S. government that you will provide this student with a specific amount of money from your own financial resources to study at the IELI, Hunter College. You are also proving that you can afford the support you are promising with the supporting financial documents. Statement indicates that there are sufficient funds to cover at least one year of study.

I hereby affirm or swear that the information and have listed above is true and correct.

Sponsor's signature: _____ Date: _____

Sponsor's name **in ENGLISH (printed)**: _____

Proof of Income - Attach a current salary confirmation statement written by the employer **or** verification of annual income for self-employed **or** retired individuals. The employer statement or verification of annual income must be written **in English** or come with a certified translation.

****This form will not be accepted without a proof of income**

Financial Documentation Guidelines

All students coming to the United States for study must demonstrate that they have sufficient funding for their program of study.

Failure to provide evidence of sufficient funds may result in the denial of the SEVIS I-20 and visa request application.

**** If you are self-sponsor**, please submit the Original Bank Statement or Bank Letter in English.

**** If someone else is your financial sponsor**, please submit **the sponsor's** Original Bank Statement or Bank Letter in English and Affidavit of Support Form

BANK STATEMENT:

The bank statement or bank letter must be **within three months** of the time that you submit this application. Bank statements or bank letters older than three months will **not** be accepted.

The original and official bank statement or bank letter must be in **English** and include the following information:

- *Student name/Sponsor's name on the account,*
- *Type of account, i.e. checking/savings (stocks, bonds not accepted),*
- *And a minimum balance of at least \$22,500 USD.*

**** The Financial Documentations can be emailed in PDF form.**