accessVIS WORKSHEET
FOR NEW INTERNATIONAL UNDERGRADUATES

In order to receive your **Certificate of Visa Eligibility (I-20),** you must fully document your ability to meet all educational and living expenses for **one year of study** in **accessVIS**, Stony Brook's portal for visa and immigration services. If you are unable to provide proof of financial support, you will not be eligible to receive an I-20 or to enroll at Stony Brook University.

Currently, students must show proof of **$40,650** (as of September 2014; subject to change). Proof of support can be a combination of monies in the bank and letter(s) of employment from your sponsor(s).

Students who cannot provide proof of this level of financial support should not deposit to Stony Brook University.

Items You Will Need to Upload to accessVIS:

❑ Copy of your passport

❑ Current 1-20 visa and I-94 card (if currently studying in US)

❑ Affidavit of Support Forms for each sponsor

❑ Bank statements dated within 6 months of the start of entry term (August 2014 for spring 2015 entry; March 2015 for fall 2015 entry)

❑ Sponsor's Letter of Employment, including the name of the sponsor, place of employment, and income. The letter should be signed by an official such as a Human Resource Manager, Payroll Manager, Owner of the Company, or Business Manager. If the sponsor is the owner of the company, the letter cannot be from the sponsor. It must be from someone in the company who can verify the income. Additionally, in that instance, only the income for the sponsor should be listed --not the income or profits for the company. Sponsors may also submit tax forms for proof of income. Or, if retired, retirement/pension pay statements may be submitted.

If you have multiple sponsors: You must upload separate bank statements, letters of employment and Affidavits of Support for each sponsor. If the sponsor does not work, you should submit a typed letter that the sponsor does not work and has $0 of income. If you only have one bank statement from your parents, you can upload the same statement on each parent's financial eligibility sponsor pages.

> ### STEPS IN accessVIS
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> ✓ Current Immigration Status
> ✓ Biographical/Student Information
> ✓ Address Information
> ✓ Depedent(s) Requesting a Certificate of Eligibility
> ✓ Declaration and Certification of Finances
> ✓ Transfer-In Form

Logging into accessVIS
Log into the "Limited Services" section using your:

❑ Stony Brook ID Number   ❑ Date of Birth   ❑ Limited Access Pin

If you did not receive, or lost, your limited access pin, you may request a new pin on the login page.