



Many Cultures. One Northeastern.

# DCF

## 2013 - 2014 Academic Year

### DECLARATION AND CERTIFICATION OF FINANCES (DCF)

Application for a Certificate of Eligibility (I-20 or DS-2019)

### Graduate School of Computer and Information Science

360 Huntington Avenue, 202 West Village H, Boston, MA 02115

**PROGRAM:** Computer Science **DEGREE:** ☐ MS ☐ PhD

A Certificate of Eligibility form I-20 or DS-2019 is required to apply for a student visa (F-1 or J-1) at a U.S. Embassy/Consulate. If you are currently in the U.S. in F-1 or J-1 status, the form I-20 or DS-2019 is required to initiate a transfer-in process of your 'Active' SEVIS record from your current U.S. college/school to Northeastern University. If you need to apply for a change of status in order to start your program at Northeastern University the form I-20 or DS-2019 is a required document of your change of nonimmigrant status application.

Please COMPLETE THIS APPLICATION and send it along with the required supporting documents (listed in Section VIII) directly to the Graduate School at the address above. The Graduate School will then initiate the request for your form I-20 or DS-2019 by forwarding your documents to the International Student & Scholar Institute (ISSI). **The ISSI needs a minimum of two weeks to issue a university sponsored form I-20 or DS-2019.**

#### IMPORTANT

- Make sure to fill out all questions on this form, including Page 4 Section VII: Delivery Instructions
- You must provide evidence of ability to meet your expenses (see page #3) for at least the first academic year of study plus expenses for dependents (if any) using readily available liquid assets only such as checking accounts, savings accounts, money market accounts, or certificates of deposit with maturity dates of less than one year. Investment portfolios, retirement plans, deeds to any real estate, leases with rental income, etc. are not acceptable evidence. In case of educational loan, provide the loan approval notice, we do not accept loan application.
- All required financial documents must be ORIGINAL, written in ENGLISH or an OFFICIAL NOTARIZED TRANSLATION must be provided.

#### **I: PERSONAL INFORMATION** - PLEASE PRINT CLEARLY IN BLOCK LETTERS. ILLEGIBLE FORMS WILL NOT BE PROCESSED.

NOTE: • Your name on this application must match your full name as it appears on your passport.  
• The form I-20 or DS-2019 must and will show your full name EXACTLY as it listed in your passport.  
• Always spell your name(s) consistently on all forms/applications.

- Gender: ☐ Female ☐ Male
- Marital Status: ☐ Single ☐ Married
- Surname/Family/Last Name *as indicated in your passport*: JIN
- Given/First Name *as indicated in your passport*: ZHEYU
- Middle Name *as indicated in passport*: \_\_\_\_\_
- Date of Birth: 04/04/1988  
mm/dd/yyyy
- Country of Birth: China
- City of Birth: Yanji
- Country of Citizenship: China
- Country of Permanent Residency: China
- Occupation: Software Engineer
- Institutional Affiliation: NexStreaming Corp.
- Permanent Address in Home Country (non-U.S. address required):  
Street: Tianchilu Zhougongshangju Xiaoqu 3 Danyuan 402 Apt: \_\_\_\_\_  
City: Yanji State/Province: Jilin Country: China Postal Code: 133000  
Telephone(s): (86) 0433-2216173 Fax: (\_\_\_\_) \_\_\_\_\_
- U.S. Address (required for students who are currently in F-1/J-1 status):  
Street: \_\_\_\_\_ Apt: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_
- Email(s): kimcherwoo@gmail.com

►Note: Email is our primary method of communication with you



## Northeastern University

## II: DEPENDENT'S INFORMATION (if applicable)

If you plan to bring your dependents (spouse and/or unmarried children under the age of 21) you must document additional funds for your dependents. Please refer to Section IV for the estimated living expenses for your dependent(s). In addition please provide the required information as it is listed below. Please note: your dependents may join you at any time during your program of study as long as they have a valid dependent I-20 form and a valid F-2 visa.

### 16. Dependent

a. Family/Last Name: \_\_\_\_\_  
Print as listed in passport

b. Given/First Name: \_\_\_\_\_  
Print as listed in passport

c. Date of Birth: \_\_\_\_\_  
mm/dd/yyyy

d. Place of Birth: \_\_\_\_\_  
City Country

e. Country of Citizenship: \_\_\_\_\_

f. Relationship to Student: \_\_\_\_\_

h. If dependent is currently in the U.S., please list his/her immigration status: \_\_\_\_\_

### 17. Dependent

a. Family/Last Name: \_\_\_\_\_  
Print as listed in passport

b. Given/First Name: \_\_\_\_\_  
Print as listed in passport

c. Date of Birth: \_\_\_\_\_  
mm/dd/yyyy

d. Place of Birth: \_\_\_\_\_  
City Country

e. Country of Citizenship: \_\_\_\_\_

f. Relationship to Student: \_\_\_\_\_

h. If dependent is currently in the U.S., please list his/her immigration status: \_\_\_\_\_

18. Number of Dependents: 0

## III: IMMIGRATION STATUS INFORMATION

19. Are you currently in the U.S. and/or are you currently or have you recently enrolled in a U.S. educational institution under F-1/J-1 student visa classification?

☐ Yes -- Complete items **20-27** below

☐ No -- **Please proceed to Section IV**

20. What is your current Immigration status? ☐ F-1 ☐ J-1 ☐ Other, please specify: \_\_\_\_\_ (e.g., H-4, L-2, etc.)

21a. Are you planning to matriculate your program at Northeastern University under your current visa classification? ☐ Yes ☐ No

21b. If not, are you planning to change your current nonimmigrant status by either of the following?

☐ Yes, by travel abroad.

☐ Yes, by submitting a change of status application to USCIS without departing the US.

22. If you are transferring to NU from another U.S. institution, check the semester you intend to enroll at NU: ☐ Fall ☐ Spring Year: \_\_\_\_\_

**TRANSFER STUDENTS: Students currently or recently enrolled in a U.S. educational institution under F-1 or J-1 visa who plan to attend Northeastern University are REQUIRED to submit the Transfer-In Verification Form: ISSI Form 121/606 available on-line at <http://www.northeastern.edu/issi/forms.html>. Federal regulations do not permit Northeastern University to process the I-20 or DS-2019 form until the student's current school completes the ISSI Form 121/606 and transfers the student's SEVIS record to Northeastern University. Please be reminded that transferring your SEVIS record during a period of authorized Practical Training (OPT) will cancel your employment authorization as of the SEVIS release date.**

23. Name of the institution that issued your current/last form I-20 or DS-2019: \_\_\_\_\_ SEVIS ID #: \_\_\_\_\_

24. If you now have or have had in the past an Employment Authorization Document (EAD Card), please list the expiration date: \_\_\_\_\_  
mm/dd/yyyy

25. If you are currently in the U.S. in **J-1** status, please check one of the following options:

☐ Student

☐ Scholar

☐ Other, please specify: \_\_\_\_\_

26. Are you subject to the two-year home-country physical presence requirement (Note: only for 'J' visa holders)? ☐ Yes ☐ No

27. Have you filed a petition or has a petition been filed on your behalf to adjust your status to U.S. Permanent Resident? ☐ Yes ☐ No

#### IV: ESTIMATE OF EXPENSES FOR THE ACADEMIC YEAR 2013-2014

##### Based on two terms (8 months) & 16 semester hours of credit

These figures are estimates for 2013-2014 Academic Year and are subject to change at any time by Northeastern University's Board of Trustees.

\$ 20,960.00	Tuition calculated on minimum required full-time course load per academic year
\$ 506.00	Fees
\$ 10,000.00	Room (calculated on shared lodging) and Board
\$ 1,000.00	Books and Supplies
\$ 2,474.00	Health Plan including University Health & Counseling Services Fee
\$ 2,500.00	Personal/miscellaneous expenses
\$ 37,440.00	<b>TOTAL PER STUDENT UNACCOMPANIED BY DEPENDENT(S)</b>
	Living expenses of dependents (if applicable): Spouse - add <b>\$6,500</b> ; Child Dependent(s) - add <b>\$3,500</b> for each dependent child
	<b>TOTAL PER STUDENT ACCOMPANIED BY DEPENDENT(S)</b>
	For a twelve-month period cost of living figure, please add <b>\$5,000.00</b> to the expense estimates listed above

#### V: FINANCIAL DECLARATION

28. Indicate if and how your government may restrict the transfer of your funds: NO RESTRICTION

SPECIFY FUNDING FOR YOUR STUDY AT NORTHEASTERN UNIVERSITY BY LISTING THE AMOUNT (IN U.S. DOLLARS) THAT IS AVAILABLE TO YOU FROM EACH OF YOUR FINANCIAL SOURCES LISTED BELOW (ITEMS 29-33):

Funds	Amount in U.S. dollars	Required Supporting Financial Documents
29. Personal Funds	\$ 60890	Please include original bank letter in your own name showing available balances sufficient to meet your expenses OR complete Section VI from item 34-37.
30. Family Funds	\$ 0	Please submit original affidavit of support from your parent or other relative(s) which guarantees financial support. This document must include: your name, your relative's name, their address, the dollar amount being provided, and your relative's bank letter showing the available amount sufficient to meet your expenses OR complete Section VI from items 34-37.
31. Northeastern University	\$	Copy of your NU award letter on NU stationary/letterhead (e.g., TA, RA, Scholarship). Note your actual tuition amount may differ from the estimated tuition expense listed.
32. Other Sources of Funds	\$ 0	Follow Family Funds requirement (Item 30).
33. Government Funds	\$ 0	The official sponsorship letter stating the condition of the award. The letter should specify the name and address of the sponsor/sponsoring agency, the total amount in U.S. dollars for the school of Northeastern University in which you will be enrolling, the major field, degree, and the period for which funding is guaranteed

#### VI: OFFICIAL CERTIFICATION OF SOURCE(S) OF FUNDS AND AMOUNTS

Financial Documents must be certified within 12 months prior to the program start date.

All submitted financial documents must be ORIGINAL (not photocopies) written in ENGLISH with amounts listed in U.S. dollars. THE NAME OF THE ACCOUNT HOLDER ON ANY BANK DOCUMENTS MUST BE IN ENGLISH.

34. "This is to certify that I have read the financial information in Sections IV and V provided by the student named on this form. It is true and

accurate information, and that the student/sponsor has \_\_\_\_\_ funds which are available and can be transferred to the U.S."

List U.S. \$ Amount

35. Bank Official:

Signature of Bank Official

Print Name of Bank Official

Print Title

a. Name and Address of Financial Institution: \_\_\_\_\_

b. Telephone Number of Financial Institution: \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yyyy

36. APPLY BANK SEAL OR STAMP HERE ►

37. Must be completed and signed by **Guarantor/Sponsor** - Please read the following statement and sign below: "This is to certify that I have read the financial information in Section V on this form. The funds listed in Section V (items 29, 30, or 32) are available and will be provided."

a. Printed Name of Guarantor/Sponsor: \_\_\_\_\_ b. Relationship to Student: \_\_\_\_\_

c. Address of Guarantor/Sponsor: \_\_\_\_\_

d. Signature of Guarantor/Sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

38. Please read the following statement and sign below: "I certify that the above information is complete, accurate, and true. I take full financial responsibility for all of my educational and personal expenses"

STUDENT'S SIGNATURE (REQUIRED): \_\_\_\_\_ Date: \_\_\_\_\_

## **VII: DELIVERY INSTRUCTIONS**

### **Visa eligibility documents will not be mailed without complete & clear delivery instructions and mailing address**

The ISSI requires a minimum of two weeks after receipt of the complete application from your admitting Graduate School to issue a visa eligibility document (I-20 or DS-2019). Please make your visa interview arrangements only after receiving your I-20 or DS-2019 from Northeastern University.

#### **39. Delivery (select only A or B)**

☐ **A.** Hold visa eligibility document at the ISSI for pick-up. Please contact ☐ Ms ☐ Mr \_\_\_\_\_  
Full Name

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

☐ **B.** Mail visa eligibility document to the following address (please fill in address below; **type or print in block letters**)

Mailing Address (Required): **Valid Until:** DEC 30, 2013

Street Address line 1: 3RD FLR, GWANGSEONG BLDG,

► Note: Express services cannot deliver to a P.O. Box

Street Address line 2: YEOKSAMDONG GANGNAM-GU, 831-47

City: SEOUL State/Province: SEOUL

Country: SOUTH KOREA ZIP/Postal Code (required): 135080

Mailing Address Telephone Number (required): +82-01083010173

**IMPORTANT:** The mailing address format outlined above is essential for delivery by the FedEx service. Failure to follow the exact format will result in rejection of the shipment by the express mail carrier in which case the U.S. Postal Service First-Class Mail will be used by the International Student & Scholar Institute.

## **VIII: REQUIRED ITEMS FOR THE ISSUANCE OF VISA ELIGIBILITY DOCUMENTS (I-20/DS-2019)**

**Please note that ISSI is only accepting mailed in, Original documents - No electronic copies.**

1. The completed original Declaration & Certification of Finances (DCF) form. Please make sure that the form is signed and dated by you and your sponsor.
2. Copy of the identity page(s) of your valid passport and copy of the identity page(s) of your dependent's passport (if any)
3. ORIGINAL financial documents covering all expenses for one academic year, as listed on Section V. (e.g., personal bank statement, affidavit of support, letter from government agency, NU award letter, etc.) If you have more than one source of funding, please provide the required documentation corresponding to each source listed on Section V. Financial documentation must be in English and the name of the account holder on any bank documents must be in English or an official Notarized Translation must be provided.

**Students in F-1 or J-1 status transferring from another U.S. institution to Northeastern University, must submit documents listed above (items 1 through 3) and documents listed below (4 through 8):**

4. Transfer-In Verification Form: ISSI 121/606 Form available on-line at <http://www.northeastern.edu/issi/forms.html>
5. Copies of all I-20s (or DS-2019s) from previously/currently attended schools
6. Copy of both sides of I-94 card
7. Copy of your current F-1/ J-1 visa stamp
8. Copy of Employee Authorization Document (EAD) card (if applicable)

**If you hold another visa status (J-2, F-2, H-4, etc.) and plan to change your current nonimmigrant status to a student status please submit the following documentation:**

1. The completed original Declaration & Certification of Finances (DCF) form. Please make sure that the form is signed and dated by you and your sponsor. In addition, please make sure that Section III is thoroughly completed.
2. ORIGINAL financial documents covering all expenses for one academic year, as listed on Section V. (e.g., personal bank statement, affidavit of support, letter from government agency, NU award letter, etc.) If you have more than one source of funding, please provide the required documentation corresponding to each source listed on Section V. Financial documentation must be in English and the name of the account holder on any bank documents must be in English or an official Notarized Translation must be provided.
3. Copies of the identity page(s) of your passport and your current visa stamp
4. Copy of both sides of your I-94 card or copy of I-797 form
5. Copy of a waiver of two year-year home residency requirement (for 'J' visa holders ONLY), if applicable

Note: Applicants in F-2, B-1, or B-2 status are eligible to apply for a change of status, but CANNOT enroll in classes until the change of status has been approved.

**For detailed information and requirements specific to your current nonimmigrant status please contact the ISSI at 617-373-2310 or [issi@neu.edu](mailto:issi@neu.edu). The ISSI will assist you throughout the change of status process.**