



SEVIS Record Request Form

Complete this form to request your I-20 or DS-2019.

Family Name:	<input type="text" value="Isibor"/>	Given Name:	<input type="text" value="Uwa"/>	Gender:	<input type="text" value="Male"/>
Date of Birth: (mm/dd/yyyy)	<input type="text" value="06/20/1985"/>	E Number:	<input type="text" value="E00707251"/>	Phone Number:	<input type="text" value="+2347064801624"/>
ETSU Email:	<input type="text" value="isiboru@etsu.edu"/>	Personal Email:	<input type="text" value="uwaisibor@protonmail.com"/>		
Country of Birth:	<input type="text" value="Nigeria"/>	City of Birth:	<input type="text" value="Benin"/>	Country of Citizenship:	<input type="text" value="Nigeria"/>

This form can take **approximately 2 weeks** to fully process once submitted.

This form works best on a desktop computer. If you are using a mobile device this form may not allow you to select required sections and you will not be able to complete and submit your request.

You must upload the required documentation to complete this form. **Files cannot be encrypted or password protected** and must be in the following file formats: .PDF; .DOCX; .DOC; .JPG; .JPEG

DO NOT SEND FILES VIA A .ZIP OR CLOUD SERVICE, such as Sharepoint, Google Drive, etc.

If you would like a tutorial on how to complete this form [click here](#).

1. Personal Information

Fill out the information below **as it appears on your passport**:

Upload Passport:

Incorrect file formats will result in the rejection of this form..

Upload a CLEARLY READABLE picture page of your passport:

Passport upload *uwa's-int'l-passport.jpg

Foreign Address:

All international students, even those currently in the U.S., must provide their **foreign address**.

***Any U.S. address entered below will result in the rejection of this form.**

(P.O. Box not allowed) (U.S. Address not allowed)

Line 1:	<input type="text" value="7A Eghosa Close, Off 1st Republic Lane,"/>		
Line 2:	<input type="text" value="Off St. Saviour Road, Upper Sakponba Road"/>		
City:	<input type="text" value="Benin City"/>	State / Province / Territory:	<input type="text" value="Edo State"/>
Postal Code:	<input type="text" value="300233"/>	Country:	<input type="text" value="Nigeria"/>

Degree Level:

What is the reason for your request?

* This is my first time at ETSU and I will be studying as a:

* Graduate/Masters

Upload Acceptance Letter:

Incorrect file formats will result in the rejection of this form.

Acceptance Letter upload * ETSU-Fall2022-admission-letter.pdf

Upload a CLEARLY READABLE scan of your Acceptance Letter:

Your admission or deferral is approved for what term?

Select approved admission or deferred term * FALL 2022

Transfer Students:

This is not an academic transfer. Rather, if you currently have an Active SEVIS record with another U.S. institution, an immigration transfer is necessary to keep this record active.

All students, kindly answer the following question?

Are you currently attending a school or have attended a school in the U.S. on an F-1 visa and you are in your 60 day grace period?

* No

Dependent Information:

A dependent is considered a spouse and/or children. An additional expense for each dependent is added to the total estimated cost of attendance. This information is provided on the following page of this form and on the Tuition and Fees section of our website: <https://www.etsu.edu/honors/international/new-students.php#tab-3-11>

Do you have a spouse or children who will accompany you to the U.S.? * No

Upload of dependent(s) passport picture page must be CLEARLY READABLE:



2. Financial Responsibility

U.S. immigration law requires international students applying for an F-1 or J-1 visa status to show proof of finances for **one full academic year** before ETSU may issue an I-20 or DS-2019. This includes **both tuition AND living expenses**. Barring unforeseen circumstances, you should plan that adequate funding will be available from the same or equally dependable sources for all subsequent years. This is the standard that all consular officials use to determine visa eligibility.

Estimated Cost of Attendance:

Estimated expenses for the 2022/2023 academic year are as follows:

Undergraduate	Graduate
\$43,940	\$42,260

****Pharmacy Students:** The College of Pharmacy has different estimated expenses for its students. Please see their website for information and details at: <https://www.etsu.edu/pharmacy/>

Actual expenses may be higher or lower, depending on each student's personal needs and preferences. Costs may change without notice. Some departments have additional course fees. Contact these offices for information of such fees.

Please note that the figures on this form are ESTIMATES. Actual costs may be greater due to inflation, tuition increases, individual living preferences, and other factors. All fees are subject to any changes approved by the ETSU Board of Trustees. In addition, these estimates are based on the 9-month academic year and **do not** include summer.

Scholarships, such as the Graduate Assistantship or similar scholarships **do not cover living expenses**.

For more information of estimated costs, please visit Tuition and Fees on our website at:
<https://www.etsu.edu/honors/international/new-students.php#tab-3-11>

Dependent Family Information:

An additional expense is added to the total estimated cost of attendance for all dependents (a spouse and/or children) who will need immigration documents issued by ETSU:

F-1	J-1
\$4,700	\$7,200

Financial Information:

Your financial documentation must meet or exceed the estimated cost of attendance. Such documents may include a personal bank statement, scholarship offer, assistantship offer letter, or letter written by your sponsoring agency.* The documentation must include explicit numerical balances and be dated with the 3 most current months. However, **we are not accepting financial documentation from businesses** at this time.

*A letter from a sponsoring agency, sponsored by a government, education institution or official agency, these entities must provide the following:

- Provide an official Scholarship Award letter with clearly defined scholarship terms and/or any measures that would affect the student's scholarship
- Have an agreement to pay ETSU directly for the student's tuition and if applicable, fees including housing and meal plan (we will verify this agreement with ETSU's Bursar's Office before issuing an I-20)
- Provide a stipend to cover living expenses, books, housing and meal plan (if applicable) and other related educational costs will cover the insurance fee via the stipend or provide medical insurance that meets or exceeds ETSU's requirements

If you are sponsored by SACM, Kuwait Cultural Division, Huddersfield, Fulbright, etc. your sponsors meet the above-required criteria.

If you are being funded by a personal sponsor (like a family member or friend) a signed Financial Agreement form must be submitted. The form must be signed by **both you and the sponsor**. The link and upload are located below.

Financial documents must meet the following guidelines:

- Dated and showing the 3 most current months of transactions.
- In English and identify:
 - The account holder
 - Currency
 - Name and address of the bank
- Must be in liquid funds (e.g. savings/banking statements or certificates of deposit)
 - **It cannot be** investment fund statements, salary/income confirmation, property verification, credit lines, etc.

Financial Documents:

Personal or Sponsor Funding:

If you are submitting financial documentation, **both you and your sponsor must complete a Financial Agreement form**. If you have multiple sponsors then a Financial Agreement form is required for each sponsor (again both you and your sponsor must complete the form). SACM students must also complete and submit a Financial Agreement form.

See the following for the Financial Agreement form:

Upload Financial Agreement Form:

Financial Agreement Form: [Click Here](#)

Incorrect file formats will result in the rejection of this form.

Agreement Upload * financial_agreement_combined.pdf

Upload the Financial Agreement form:

Upload Bank Documents:

For multiple sponsors, all documents must be saved as one file. Documents must also be in order according to page number per sponsor.

Incorrect file formats will result in the rejection of this form.

Bank document upload
*isiboru_fin_statements.pdf

Upload CLEARLY READABLE and IN COLOR bank documents:

Scholarship Information:

If you are receiving a scholarship, enter the name of the scholarship, loan, agency, or department that will provide funds:

International Merit Scholarship

Upload Scholarship Document:

Incorrect file formats will result in the rejection of this form.

Scholarship Upload International Merit Scholarship Acceptance - Uwa Isibor - 2022.pdf

Upload CLEARLY READABLE scholarship documents:

Student Funding Attestation:

* ☒ I understand that:

- The documentation of financial support I submit with this form is not merely a formality towards obtaining an I-20 or DS-2019 or to facilitate my entry into the United States, *and is a required part of this application process.*
- The documentation of financial support I submit with this form is to ensure that I will be able to cover the costs of attending ETSU for the entire period of my enrollment.
- My employment benefits under the F-1 status are minimal and that I cannot count on income from employment to support myself while at ETSU.
- That if I don't have sufficient funds to cover tuition at the beginning of the semester, I will not be able to attend ETSU.
- That I cannot take a semester off from school because of lack of funds.
- That the summer cost of living will not be included in the I-20 I am requesting.
- That I must have sufficient funds to cover living costs during the summer, if I don't return home during that vacation period.

* ☒ I certify that:

- I will have sufficient funds to cover the estimated costs of attendance at ETSU for the entire period of my enrollment.
- That the funds will be available to me when I arrive in the United States and in subsequent semesters.



INTERNATIONAL PROGRAMS & SERVICES

EAST TENNESSEE STATE UNIVERSITY

International Student & Scholar Services

Phone: 1-423-439-7737

Email: internl@etsu.edu

You are required to have your I-20 or DS-2019 for your visa interview and entry into the United States.

As of 6/4/2019, the Department of Homeland Security issued a new regulation that offices cannot release an I-20 or DS-2019 to anyone other than the student. As a result, **our office cannot release this document to anyone but you.*

Email

Your I-20 will be sent to your ETSU email address and your personal email address.

Note: The DS-2019 cannot be sent electronically.

Pick Up at International Programs Office

If you are currently in the United States you can choose to pick up your document at our office.

Pick Up at the International Programs Office

If you are currently in the United States you can choose to pick up your document at our office.

☐ I am currently in the U.S. and would prefer to pick up my document at the ETSU International Programs and Services Office.



INTERNATIONAL PROGRAMS & SERVICES

EAST TENNESSEE STATE UNIVERSITY

International Programs and Services

Phone: 1-423-439-7737

Email: internl@etsu.edu

Student Form Attestation

- ☒ This is to certify that the information given on this form and the accompanying documents is complete and accurate to the best of my knowledge. I am fully aware that any false or misleading statement will result in an automatic cancellation of admission, or cancellation of enrollment.

Signature

Electronically signed by Uwa Isibor on 05/14/2022 3:51:49 PM