

INTERNATIONAL STUDENT

Immigration Procedures & Certification of Finances (COF)| 2012-2013

To attend Wellesley College as an international student, you must comply with institutional and United States Citizenship and Immigration Services (USCIS) regulations. This means you must do some extra planning to ensure a smooth and timely entry into the United States. First you should identify your current situation; then, follow the steps below to facilitate your legal entry to the U.S. or immigration transfer to Wellesley College.

Identify your current situation:

I am a nonimmigrant student currently living outside of the U.S. and I require F-1 student status:

Most nonimmigrants that have been accepted to Wellesley College for full-time study are eligible to apply for F-1 status. You will need a Form I-20 issued by Wellesley College to apply for an F-1 entry visa at the U.S. consulate or embassy located in your country of citizenship or permanent residence. Canadian citizens are also eligible for F-1 status, but are not required to apply for an F-1 visa.

I am a nonimmigrant student currently in F-1 status at a U.S. high school or college:

If you are a nonimmigrant currently holding F-1 status at another U.S. school, you must transfer your SEVIS record to Wellesley College. You and your current International Student Advisor must complete the **“F-1 Transfer Report Form”** located on our website at www.wellesley.edu/siciss/. The original completed form must be mailed to the Slater International Center at Wellesley College. A faxed or scanned copy may be sent ahead to speed up the process.

I am a nonimmigrant student currently living in the U.S. with a status other than F-1 student status:

E-2, L-2, J-2, and H-4 dependent visa holders may continue in this status while attending Wellesley College but might want to consider applying for a change of status to F-1. There are several employment benefits to students in F-1 status that may not be available in other statuses. If you do wish to change to F-1 status, please follow the instructions below to obtain a Form I-20 and contact Slater International Center to apply for a change of status. If you do not wish to change to F-1 status, you must submit copies of your current immigration documents to Slater International Center to verify your status.

1. Request your Form I-20:

Submit the following documents to the Slater International Center:

☐ **Certification of Finances (COF)**

If you plan to attend Wellesley College in F-1 student status, you will need to provide proof of financial support by preparing a COF and providing supporting financial documents. The COF shows that you have the ability and the intent to pay the cost of your program for at least one year.

Complete the attached COF clearly and accurately to avoid delays in the issuance of your Form I-20 (Certificate of Eligibility). You must show an exact total in U.S. dollars at the bottom of the Source of Funding Chart in the total section. This total amount should include any financial aid or scholarships that you are receiving. Funding can be from multiple sources. A bank letter, or letter from a parent or other sponsor, can be attached to the COF but must be in English and include a specific amount of money. Be sure to include supporting financial documents for each source of funding (i.e. bank statements, copies of financial aid award letters, sponsor letters, etc.) with your COF. **The original COF and supporting financial documents must be shown to the consular officer at the U.S. embassy or consulate in your home country when you apply for your visa. A copy of the COF and supporting financial documents must be sent to the Slater International Center at Wellesley College in order to obtain your Form I-20. *Submission of incomplete financial support documentation may result in a delay of issuance of your Form I-20.***

☐ **Copy of Passport ID Page**

You must attach a copy of your passport identification page and expiration page to the COF to ensure that your Form I-20 will be issued to the exact name indicated in your passport.



Email or fax copies of all documents to:

Slater International Center
Wellesley College
Email: kpabon@wellesley.edu
Fax: (781) 283-3615

After receiving and reviewing your documents, the Slater International Center will prepare your Form I-20.

2. Apply for your F-1 visa:

In some countries it can take up to three months to obtain a visa, so you must plan accordingly. Visa arrangements should be finalized well in advance of your expected travel date to the U.S. to avoid complications.

- ☐ **Obtain your Form I-20 from Wellesley College**
Your Form I-20 will be express mailed to you within one week of our receipt of your required documents. Please be sure to check the Form I-20 to verify that all information is accurate and your name is spelled correctly.
- ☐ **Pay the SEVIS Fee**
You must have your Form I-20 before you can pay the fee. You will receive more information with your Form I-20.
- ☐ **Schedule a visa interview**
Contact the nearest U.S. embassy or consulate in the country of your citizenship or permanent residency to schedule a visa interview. You will receive more information with your Form I-20.

3. Enter the U.S.:

You must have the following documents with you to enter the U.S. in F-1 status:

- Wellesley College Form I-20
- Passport
- SEVIS fee receipt
- Proof of financial support (original COF and supporting documents)

Immigration Questions

If you have questions about the visa application process and/or your immigration status, please contact:

Karen Zuffante Pabon
International Student Advisor
Slater International Center
Wellesley College
106 Central Street
Wellesley, Massachusetts 02481-8203
USA

General Business Hours: Monday – Friday, 8:30 am – 4:30 pm EST (GMT – 5)

Phone: 781-283-2082
Fax: 781-283-3615
Email: kpabon@wellesley.edu

WELLESLEY COLLEGE

INTERNATIONAL STUDENT

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Required only for nonimmigrants requesting F-1 status

After you have submitted your deposit to Wellesley College and have received your financial aid award (if applicable), you must send copies of the COF and supporting financial documents to the **Slater International Center** before a Form I-20 will be issued. Please complete this Certification of Finances (COF) and gather supporting financial documents to prepare for your visa interview.

Name _____
(as it appears on your passport) (family) (first) (middle)

Country of birth _____ Country of citizenship _____

City of birth _____ Country of permanent residency _____

Date of birth (month/day/year) _____ Gender _____

Permanent home address (non-U.S.) _____

Telephone _____ E-mail address _____

Are you currently in the United States? ☐ Yes ☐ No

Visa status _____ Valid until _____

(Please attach copies of your Form I-94, Form I-20, entry visa stamp, and/or any other immigration documents indicating your status.)

Are you transferring your F-1 status from another school in the United States? ☐ Yes ☐ No

If yes, you must complete a **"Transfer Report Form."** (available online at www.wellesley.edu/siciss/)

Where would you like your Form I-20 mailed (if different from your permanent home address above)? **Please note that carrier services will *not* deliver to a post office box. Be sure to include your postal code and phone number on this form to allow for timely delivery of your Form I-20.**

Mailing Address _____

ESTIMATE OF EXPENSES (2012-2013 ACADEMIC YEAR)*

	<i>Academic Year (September to May)</i>	
Tuition	\$41,824	* Average room and meal plan costs are tentative, pending approval by the Board of Trustees.
Room	\$ 6,614	
Meal Plan	\$ 6,418	** The actual costs, particularly personal expenditures and travel, may vary based on an individual's needs.
Student Activity Fee	\$ 258	
Books/Supplies/Personal **	\$ 2,050	*** Estimated health insurance cost. Actual cost for 2012-2013 not yet announced.
Health Insurance***	\$ 1,615	
Estimated Total	\$58,779	

In the Sources of Funding chart on the following page, please indicate your sources of funds and the exact amount of funding in U.S. dollars available to you during your first year. In order to confirm your financial resources, each source must be supported by an official signature/stamp or letter and be dated no more than 12 months prior to your intended enrollment date. The COF must be completed in full and signed at the bottom of the form. **The COF and bank/sponsor letters must be presented in their original form at a U.S. embassy or consulate when applying for a visa.** Copies of the COF and supporting financial documents must be sent to the Slater International Center in order to obtain a Form I-20.

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SOURCES OF FUNDING	AMOUNT IN U.S. \$
<p>PERSONAL OR FAMILY FUNDS</p> <p><i>(Either a bank official's signature and a bank stamp, or the account holder's information, signature, and an attached bank statement are required on the certification below if the student is supported by personal or family savings.)</i></p> <p>This is to certify that I have read the information furnished by the applicant, that it is a true and accurate statement, and that the funds are available and will be provided as indicated.</p> <p>Name of account holder _____</p> <p>Relationship to student _____</p> <p>Signature of account holder _____</p> <p>Name of bank _____</p> <p>Address of bank _____</p> <p>Name and title of bank official _____</p> <p>Signature of bank official _____</p> <p>Date _____ Bank stamp _____</p>	
<p>SPONSOR FUNDS</p> <p><i>(A sponsor's signature is required on the certification below as is the bank official's signature and bank stamp.)</i></p> <p>This is to certify that I have read the information furnished by the applicant, that it is a true and accurate statement, and that the funds are available and will be provided as indicated.</p> <p>Sponsor's name _____</p> <p>Relationship to student _____</p> <p>Signature of sponsor _____</p> <p>Name of bank _____</p> <p>Address of bank _____</p> <p>Name and title of bank official _____</p> <p>Signature of bank official _____</p> <p>Date _____ Bank stamp _____</p>	
<p>YOUR GOVERNMENT FUNDS</p> <p>Name of agency _____</p> <p><i>(Enclose a signed copy of your award letter with this form.)</i></p>	
<p>OTHER FUNDS <i>(please specify)</i></p> <p>_____</p> <p><i>(Include a signed affidavit from an authorized person to certify the accuracy of this entry.)</i></p>	
<p>TOTAL <i>(Must be equal to or greater than the estimate of costs for your program.)</i></p>	\$

I certify that the information provided above is correct and complete.

Student's name (print) _____

Student's signature _____ Date _____