

J-1 Exchange Student/Scholar Immigration Procedures | 2011-2012

To attend Wellesley College as an international student/scholar, you must comply with institutional and United States Citizenship and Immigration Services (USCIS) procedures. International students/scholars must do some extra planning to ensure smooth entry into the United States. Following these simple steps will facilitate your legal entry into the United States.

NONIMMIGRANTS WHO REQUIRE J-1 STATUS

Most nonimmigrants who have been accepted to Wellesley College for exchange study are eligible to apply for J-1 status. Individuals will need a Form DS-2019 issued by Wellesley College and may apply for a J-1 entry visa at the United States consulate or embassy located in the country of their citizenship or permanent residence. Canadian citizens also are eligible for J-1 status, but they are not required to apply for a J-1 entry visa.

To apply for your Form DS-2019, please prepare the following documents:

☐ **Certification of Finances**

If you plan to attend Wellesley College in J-1 student status, you will need to provide proof of financial support by preparing an original Certification of Finances (COF) and supporting financial documents for your visa interview. The COF shows that you have the ability and the intent to pay the cost of your program. A bank letter and letter from a parent or other sponsor can be attached to this form but must be in English and include the specific amount of money required for your program as stated on the 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 in order to obtain your Form DS-2019.

Submission of incomplete financial support documents may result in a delay of the issuance of your Form DS-2019.

☐ **Copy of Passport ID Page**

You must attach a copy of your passport identification and expiration page to the COF in order to ensure that the Form DS-2019 will be issued to the exact name as indicated in the passport.

To apply for your J-1 visa:

- ☐ Obtain your Form DS-2019 from Wellesley College
- ☐ Pay the SEVIS fee
- ☐ Contact the nearest U.S. embassy or consulate in the country of your citizenship or permanent residency to schedule a visa interview

More detailed information regarding the SEVIS fee and the visa application process will be sent to you along with your Form DS-2019. Upon arrival at Wellesley College, you must check in at the Slater International Center with your passport, J-1 visa, Form DS-2019, and Form I-94.

COMPLETE AND RETURN A COPY OF THE ATTACHED SIGNED FORM WITH COPIES OF SUPPORTING FINANCIAL DOCUMENTS TO:

Wellesley College
Slater International Center
106 Central St.
Wellesley, MA 02481 USA
Tel: 781-283-2084 • Fax: 781-283-3615 • Email: kpabon@wellesley.edu

Certification of Finances

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Please complete this Certification of Finances (COF) and gather supporting financial documents to prepare for your visa interview. After you have been nominated by your home institution for participation in the Wellesley College Exchange Program, copies of these completed documents must be sent to the **Slater International Center** before a Form DS-2019 will be issued.

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 or Form DS-2019 (if applicable), entry visa stamp, and any other immigration documents indicating your status.)

Address you would like the Form DS-2019 mailed to _____

(Please note that carrier services will not deliver to a post office box. Please include a postal code.)

ESTIMATE OF EXCHANGE EXPENSES (2011-2012 ACADEMIC YEAR)*

	<i>One Semester</i>	<i>Academic Year (Two Semesters)</i>
Room	\$ 3,195	\$ 6,390
Meal Plan	\$ 3,100	\$ 6,200
Fees	\$ 125	\$ 250
Books/Supplies/Personal	\$ 1,025	\$ 2,050
Medical Insurance	\$ 1,475	\$ 1,475
Total	\$ 8,920	\$16,365

In the Sources of Funds chart on the following page, please indicate your source of funds and the exact amount of funding in U.S. dollars available to you during your program. In order to confirm 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 must be sent to the Slater International Center in order to obtain a Form DS-2019.

Declaration/Certification of Finances | Exchange Student/Scholar 2011-2012

SOURCES OF FUNDS	AMOUNT IN U.S. \$
<p>PERSONAL OR FAMILY FUNDS-CERTIFICATION</p> <p><i>(A bank official's signature and a bank stamp are required on the certification below if the student is supported by personal or family savings.)</i></p> <p>CERTIFICATION 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-CERTIFICATION</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>CERTIFICATION 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-CERTIFICATION</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 with this form.)</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 _____