RARITAN VALLEY
COMMUNITY COLLEGE

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International Student Admissions Packet

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Document Included:

1. Checklist
2. Deadlines
3. RVCC Application
4. Application for the form I-20
5. English Proficiency Requirement
6. Biographical Information Page
7. Sworn Promise/Affidavit of Support forms
8. Confirmation of Financial Resources
9. Immunization Record form
10. Ineligible Degrees

Need More Information:

Elizabeth Sullivan
elizabeth.sullivan@raritanval.edu
908-526-1200 x8452

International (F1) applicants MUST have the application and all supporting documentation for the Form I-20 submitted to International Student Services prior to the following dates:
(*No exceptions will be made*)

Fall Admission: September
June 1st
July 1st: Transfer Students in U.S. (Currently F-1 Status)

Spring Admission: January
November 15th
December 1st: Transfer Students in U.S.(Currently F-1 Status)

These dates are strictly adhered to; please do not ask for an exception

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RARITAN VALLEY COMMUNITY COLLEGE

APPLICATION

Please print and complete all information requested.
$25 non-refundable application fee must be submitted with the application

Social Security Number*:_____   G #_____
*While submission of a SSN is not mandatory, we strongly recommend that you enter this information. It is required for receiving an annual 1098-T Tax Credit Form and financial aid. Failure to enter an SSN will delay the processing of transcript requests.

Legal Name: _____
    Last   First   Middle

Former Name: _____

Permanent Address:_____
                                                    Street Number

_____
        City   State   Zip   County   Country

Mailing Address (if different from above): _____

Phone (Include Area Code): Home: _____   Cell: _____   Work: _____

E-Mail (Please print clearly):_____

Emergency Contact Information: Name :_____   Phone :_____

Please provide the following demographic information: Gender: __ Male __ Female Birth Date: _____ Citizenship: Are you a US Citizen? Yes _____ No _____ If yes, skip to the next section Are you a Permanent Resident? Yes _____ No _____ If yes, skip to the next section Will you be applying for the form I-20(F-1 Visa)? Yes _____ No _____ Are you in the US on a non-immigrant visa? Yes _____ No _____ What Type? _____ Please Note: Students requesting a Form I-20 are required to pay the non refundable $200.00 International fee, in addition to the application fee.	Providing optional demographic information is for statistical purposes only and will not affect your admission to RVCC. Ethnicity: Do you consider yourself to be Hispanic or Latino? Yes _____ No _____ In addition, select one or more of the following racial categories to describe yourself __ American Indian/Alaska Native __ Asian __ Black or African American __ Native Hawaiian or Other Pacific Islander __ White

Secondary Education (Check one): High School Graduate ___   Earned HSE (High School Equivalency) ____

Name of High School/HSE Center: _____   Date of Graduation: _____

High School City & State:_____

List the colleges from which you would like to receive transfer course credits or use courses for satisfying pre-requisites.

School	City, State	Attended From	Attended Until	Degree or Credits Completed

Check the category below which best describes your enrollment status:	**Check One:**
__ First-Time College Student (Attending college for the first time or have attended another college and NOT earned 12 or more college credits) __ Transfer Student (Previously attended another college/university and have earned 12 or more college credits) __ Returning Student (Attended RVCC/SCC in the past and wish to re-enroll) - Indicate last date of attendance_____ __ Visiting Student (currently attended another college/university and will take RVCC courses to transfer credits to the other school)	Part Time__ Full Time __

I certify that all information provided is complete and accurate. I will acquaint myself with and will abide by the Student Code of Conduct and other requirements governing academic and standards at Raritan Valley Community College.

Signature of Applicant _____   Date_____

In order to receive financial aid, you must be pursuing a degree or certificate at RVCCand you must submit a financial aid application through www.fafsa.ed.gov.

Please continue on the back.....

Are you interested in learning about the RVCC Honors Program? Yes____ No___	
Are you a veteran of the United States Armed Forces? Yes___ No___ Are you the spouse of a veteran of the United States Armed Forces? Yes___ No___	
Do you have health insurance? Yes___ No___ Unsure___	

Will you be pursuing a degree/certificate at RVCC? Yes___ (check ONE degree/program below) No___ (do not check degree/program below)
If undecided - check here [   ] and select Liberal Arts major.

Transfer Degrees: Designed for students who are planning a career that requires at least 4 years of college.

AS Business Administration (check major)
___ General Business Option
___ International Business Option
___ Management Information Systems Option
___ Marketing Option
___ AA Criminal Justice
___ AS Digital Media/Film Studies
___ AA Education P-5
___ AA Education: 5-12
___ AS Engineering Science
___ AA English
AS Exercise Science
___ Exercise Science
___ Sports Management Option
AS Health Science
___ Health Science
___ AS Human Services/Pre-Social Work
___ AS Information System & Technology
___ AS Interior Design

AA Liberal Arts (check major)
____ Communication Studies
____ Environmental Studies
____ Liberal Arts
____ Music
____ Social Sciences
____ Studio Arts
____ Theatre Arts
____ Women & Gender Studies
AS Emergency Services
____ Emergency Services
____ Fire Science Option
____ AS Occupational Therapy Assistant (Joint Degree with Rutgers)
____ AS Psychosocial Rehabilitation (Joint Degree with Rutgers)
____ AS Respiratory Care (Joint Degree with Rutgers)

AS Science & Math (check major)
____ Biology
____ Chemistry
____ Computer Science
____ Environmental Science
____ General Science/Pre-Health Professional
____ Mathematics
____ Physics
____ Pre-Medical Professional
____ Pre-Pharmacy
___ AS Web Developer
___ AFA Dance
___ AFA Music
___ AFA Visual Arts
___ Visual Communications

> ___ AS Veterinary Technology (This Degree is completed online through St. Petersburg College in Florida, not RVCC.)
> *See RVCC catalog for more information.*

Career Degrees: Designed to prepare students for direct entry into the career field of their choice upon completion of studies.

AAS Accounting (check major)
____ Accounting
____ Accounting Information Systems
AAS Business Management (check major)
____ Financial Services Option
____ General Business Option
____ International Business Option
____ Marketing Option
AAS Computer Information Systems (check major)
____ Networking
____ Programming

___ AAS Early Childhood Education
___ AAS Electric Utility Technology (Fall 2015)
___ AAS Environmental and Control Technology
___ AAS Food & Beverage Management
___ AAS Game Development
___ AAS Health Information Technology
AS Health Science
____ Pre--Nursing Pre-Professional
____ Pre- Nursing/ PNAD (must hold current New Jersey license)
___ AAS Human Services

___ AAS Information Systems & Technology
___ AAS Multimedia Communications
___ AAS Ophthalmic Science
___ AAS Paralegal Studies
AAS Technical Studies
____ Technical Studies
____ Business Option

Certificate Programs: Provide specialized training for occupational preparation.

____ Chemical Dependency Cert of Completion
____ Computer Networking - CISCO Emphasis
____ Computer Networking and Security-Traditional Emphasis
____ Computer Networking CISCO Emphasis Cert of Completion
____ Computer Programming
____ Computer Support
____ Computer Support Cert of Completion
____ CPA Education (prior college degree required)
____ Dental Assisting (Joint program with Rutgers)
____ Digital Video Production
____ Early Childhood Education
____ Early Childhood STEM Cert of Completion
____ Environmental Control Technology
____ Events Planning & Meeting Management
____ Financial Services Cert of Completion
____ Fitness Specialist-Certificate of Completion
____ Food and Beverage Management

____ Health Information Technology - Medical Coding
____ Homeland Security & Emergency Management Certificate of Completion
____ Human Services
____ Human Services Certificate of Completion
____ Interior Design
____ International Business
____ Medical Assistant
____ Multimedia Communications
____ Ophthalmic Science (Opticianry Apprenticeship Option)
____ Ophthalmic Laboratory Technician (Opticianry Apprenticeship Option-Cert of Completion)
____ Paralegal Studies **
____ Tax Preparation Cert of Completion
____ Web Developer
____ Web Programming

Certificate of Professional Competency Programs:
____ Advanced Manufacturing
____ Automotive Technology
____ Cosmetology
____ Skin Care Specialist/ Esthetics

> **Please send your completed Application**
> along with $25 non-refundable fee
> ($225 for International Applicants)
> **Raritan Valley Community College**
> **Admissions Office**
> **PO Box 3300**
> **Somerville, NJ 08876**
> - or-
> **Apply Online**
> **raritanval.edu/applyonline**
> • Select "APPLY NOW!"
> • Select "First time user account creation"
> • Complete application & submit with $25 non-refundable fee
>
> *Check or money order payments,* should be made
> **payable to "RVC College"**

Student must provide proof of college completion along with the application

RVCC International Admission/ F1-International Applicant Checklist

This category of admission is for foreign students who wish to be admitted as an F1 status, degree-seeking student. All applications and supporting documentation must be received prior to or on the deadline. **Mail to**: Raritan Valley Community College-International Student Services, Attn: Elizabeth Sullivan, P.O. Box 3300, Somerville, NJ 08876-1265 or 118 Lamington Road, Branchburg, NJ 08876

- ❑ RVCC Application for Admission; Semester _____(Fall/Spring)
  No Online applications will be accepted- Paper application only

- ❑ Application fee of $25.00 (non-refundable) Check or Money order made out to RVC College.

- ❑ $200.00 RVCC deposit (non-refundable) Check or Money order made out to RVC College. Deposit will be applies to first semester tuition

- ❑ RVCC Application for the Form I-20

- ❑ RVCC Biographical Request Form

- ❑ Official English proficiency results: TOEFL or IELTS results (**TOEFL Code # 2867**)

- ❑ Official foreign High School Evaluation: Official High School evaluation by one of the organizations belonging to the National Association of Credential Evaluation Services.

- ❑ Official evaluation of foreign college transcripts: Official college evaluation by one of the organizations belonging to the National Association of Credential Evaluation Services. Applicants with higher education in their home country must submit an evaluation) If college education is evaluated, you do not need high school evaluation.

- ❑ Affidavit of Support forms (US sponsors may submit USCIS I-134 Affidavit of support)
  - o Cash Support; Amount _____
  - o Free Room and Board
  - o Self -Support: _____

- ❑ Documentation supporting affidavits
  - o Bank Statements, Proof of Income, Lease, deed or rent receipts

- ❑ Passport Expiration date page (valid for at least 6 months)

- ❑ Immunization Record Form

F1 Transfer Applicants: Please provide additional items
- ❑ Copies of previous I-20 forms (If Currently F1 status)
- ❑ Copy of visa from passport (If Applicable)
- ❑ Copy of un-expired 1-94 form (If Applicable)
- ❑ Official transcripts from all U.S. institutions (If Applicable)

RARITAN VALLEY COMMUNITY COLLEGE

HOW TO OBTAIN YOUR FORM I-20
Certificate of Eligibility for F-1 student Status

The information on the following pages carefully explains how to get your Raritan Valley Community College Form I-20. Please read the information provided carefully and completely.

How to get your form I - 20
Certificate of Eligibility for F - 1 Student Status

The following information carefully explains how to get your Raritan Valley Community College Form I - 20. Please read it completely.

NOW THAT YOU ARE PLANNING TO BE A STUDENT... **THERE ARE TWO THINGS YOU CANNOT DO!**

1. <u>DO NOT ENTER THE. U.S. WITH A B-1, B-2, OP. B-1/2 VISA UNLESS IT IS MARKED **"PROSPECTIVE STUDENT."**</u>
   If you use a B visa to enter the U.S. you could be guilty of "fraudulent entry" and refused permission to stay longer than six months or to extend or change your status. <u>Do not listen to people who say it is easy to enter the country as a visitor and change your status</u>. It is not true!

   IF YOU DO NOT THINK THERE IS ENOUGH TIME TO GET YOUR F0RM I-20
   In some countries you can ask the visa officer for a B-2 visa with the words "Prospective student" noted on it or have the words added to your B visa if you already have one. The officer will need to see that you are qualified for a Form I-20 but cannot get it in time. You will need to prepare evidence of your financial responsibility and ask us for a letter to take with you.

2. <u>DO NOT ENTER THE U.S. WITHOUT A VISA</u> (Unless you are Canadian)
   If you are from a country from which you can enter the U.S. as a visitor by showing a round trip airline ticket, do not do this. If you enter without a visa, you will be permitted to stay for only 90 days. You will not be given more time or allowed to change to student status.

> WHAT IS A FORM I-20 and WHY DO YOU NEED ONE?

A Form I-20 is a government form on which RARITAN VALLEY COMMUNITY COLLEGE certifies to the U.S. Government that you are eligible for F-1 Student Status.
It certifies that you:

1. Are or expect to be a "bona fide" student.
2. Meet our admissions requirements.
3. Will pursue a full course of study.
4. Proved that you have enough money to study and live in the U.S. without working illegally or suffering from poverty.

You need a Form I-20 to obtain an F-1 student visa or status, or to keep lawful F-1 status when transferring or changing schools within the U.S. We will send you our I-20 before if you tell us that you are traveling outside the U.S. before classes begin.

DOES EVERYBODY NEED A FORM I-20?

NO, some international students do not need I-20's. If you are maintaining another non-immigrant status in the U.S., you do not have to have an I-20 and may attend school full or part-time. Dependent children in E,F,H,I,J,L,M,N,O,P,R, or S status need to change status after their 21st birthday or if they marry. If you have no legal status, you may attend school but you are not eligible to change status and do not need an I-20.

GETTING YOUR FORM I-20

The information below explains the rules for issuance of your Form I-20 by Raritan Valley Community College. Please read and follow them VERY carefully. You cannot complete this process without following them step-by-step.

Sometimes, we may have to ask you to give us more evidence of your financial ability, perhaps more than once. The U.S. government requires that we be absolutely sure, to the best of our ability, that you will have enough financial support to cover the full costs of your stay in the USA. Too little money causes pain and distress for students. We insist that students and their families look closely at the costs of living and studying in the U.S. and make careful plans to be sure your needs will be met.

THESE ARE THE RULES TO FOLLOW

1. YOU MUST BE A "BONA FIDE" STUDENT INTENDING TO PURSUE A FULL COURSE OF STUDY IN THE PROGRAM TO WHICH YOU HAVE BEEN ADMITTED. We recommend that you start preparing your financial documents as soon as possible. Your Form I-20 can only be issued after you have been admitted to RVCC.

2. CAREFULLY REVIEW RARITAN VALLEY COMMUNITY COLLEGE'S "ESTIMATED ANNUAL FINANCIAL REQUIREMENTS FOR INTERNATIONAL STUDENTS" AND FIGURE OUT YOUR ANNUAL COSTS IN THE WORKBOX.
   o **THESE REQUIREMENTS ARE NOT NEGOTIABLE.** They represent a modest average budget, which does not include luxuries of any kind. We strongly recommend that you budget at least 10% more if possible.
   o **EXPECT ANNUAL INCREASES** in tuition and living costs of about 7%.

3. U. S. LAW REQUIRES THAT YOU PROVE THAT YOU CAN SUPPORT YOUR ESTIMATED ANNUAL COSTS FOP, EVERY YEAR OF YOUR PROGRAM OF STUDY'. (Estimate a minimum of three years for an Associate's degree) You must give US documents that will convince the government that you have:
   o CASH TO COVER YOUR FIRST YEAR IN THE USA

- SUFFICIENT AND DEPENDABLE FINANCIAL RESOURCES TO COVER EVERY ADDITIONAL YEAR

4. DO NOT EXPECT THAT YOU WILL BE ABLE TO WORK IN THE U.S. TO HELP MEET YOUR ANNUAL COSTS! Off-campus employment is strictly controlled by USCIS. Opportunities on campus are very limited and competitive.

5. ALL DOCUMENTS YOU GIVE TO US MUST BE LESS THAN **TWO** MONTHS OLD AND IN **ENGLISH**. (WE CANNOT REVIEW DOCUMENTS THAT ARE NOT IN ENGLISH!) SEND US PHOTOCOPIES OR SCANNED ITEMS, NOT ORIGINALS. **YOU WILL NEED THE ORIGINALS OF ALL THE DOCUMENTS YOU HAVE SENT US TO GIVE TO THE AMERICAN EMBASSY WHEN WE SEND YOU YOUR 1-20.**

6. YOU CAN SUPPORT YOURSELF WITH YOUR OWN PERSONAL FUNDS, which come only from your own income or resources. Unless you have enough cash to support yourself for your entire program of study or can prove other sources of personal income, you will need a sponsor with an income sufficient to support you. Prove your personal funds with the following documents:
   - **BANK STATEMENTS** In your name only, which states the date the account was opened current balance in U.S. dollars, average deposits and average balances. We cannot accept statements that do not specify balances unless it is stated to be a minimum of six figures in U.S. dollars. If your statement shows that your funds are "fixed," meaning that they do not produce substantial income, your balance will be divided by the number of years in your program of study to determine the amount you will have available to you for each year of study.
   - **EMPLOYMENT LETTER** certifying your salary - if you are on authorized employment or continuing to be paid by your home country employer.
   - **STATEMENT OF LIQUID INVESTMENTS**

7. YOU MAY SUPPORT YOURSELF WITH FUNDS FROM OTHER SPONSORS such as parents, relatives and organizations. You may have as many sponsors as you need. It is highly recommended that at least part of your financial support come from your home country for purposes of visa issuance. Sponsors may provide you with support in the form of cash and/or room and board. Free room and board is when you live with someone and don't have to pay for your room or food.

8. A SPONSOR SHOULD PROMISE ONLY AS MUCH MONEY AS HE OR SHE IS ABLE TO GIVE YOU. Some sponsors believe that the more money they promise to give the easier it will be to get your I-20. THE M0ST COMMON REASON FOR REJECTION OF FINANCIAL DOCUMENTS IS THAT WE DO NOT BELIEVE THE SPONSOR CAN AFF0RD TO GIVE AS MUCH AS PROMISED. A sponsor should promise only what he or she intends to give and only as much as can be afforded.

9. EACH SPONSOR PROVIDING CASH SUPPORT MUST GIVE US ALL THE FOLLOWING DOCUMENTS TO PROVE FINANCIAL RESPONSIBILITY. IF ALL THESE DOCUMENTS ARE NOT RECEIVED, YOUR SPONSOR'S SUPPORT WILL NOT BE CONSIDERED.

10. **AFFIDAVIT OF ANNUAL FINANCIAL SUPPORT** This form may be photocopied for each sponsor. All questions must be answered. Affidavits must be **signed by the sponsor.**

- o **PROOF OF INCOME**
    - a. Individual Sponsor: This must be on the employer's letterhead, on income tax returns or receipts, or estimated by a bank or private accountant when the sponsor is a self-employed business person or retired . The income of a company is not the income of the owner of the business and will not be accepted as proof of income. You must provide an official statement of the salary paid to the owner/sponsor. **If self employed: Income estimate by a bank or private accountant.**
    - b. Company Sponsor: Submit the most recent "Profit and Loss Statement" for the company.

- o **BANK STATEMENT** in the name of the sponsor only, which states the date the account was opened, current balance in U.S. dollars, average deposits and average balances. We cannot accept statements that do not specify balances unless it is stated to be a minimum of six figures in U.S. dollars.

11. **A SPONSOR PROVIDING FREE ROOM AND BOARD** (free room and board is when you live with someone who gives you your room and food for no payment) MUST PROVIDE ALL OF THE FOLLOWING, EVIDENCE OF FINANCIAL ABILITY:
    - o **AFFIDAVIT OF FREE ROOM AND BOARD** fully completed and signed.
    - o **PHOTOCOPY OF LEASE DEED, DEED, RENT RECEIPTS, MORTAGAE STATEMENT** in sponsor's name.
    - o **PROOF OF INCOME** This must be on the employer's letterhead, on income tax returns or receipts, or estimated by a bank or private accountant when the sponsor is a self employed, business person or retired.

If you are presently in the U S., you must be living with the sponsor at the time of filing this application for this to be counted towards your means of support.

Annual Financial Requirements for International Students: *Estimated*

TUITION AND SCHOOL FEES
Tuition figures presented are based on 15 credits per semester, although an international student may take a minimum of 12 and a maximum of 19 per semester. Students must be prepared for 15 or more credits in order to complete their program in the allotted time of three years of study. Fees include general fee, technology fee, and enrollment fee. Special lab fees may also be required. Books prices vary, but $800 is calculated for this estimate. All of these costs are included in the estimate. Summer school tuition and fees are not included.

TOTAL Estimated ANNUAL COSTS FOR TUITION, FEES, AND BOOKS: $7,500

*International Student Processing Fee: $200.00 surcharge is included in estimated costs

LIVING COSTS
Average living costs for a 12-month year are estimated at $12,000. This is a modest, "no extras" budget. It does not include such items as telephone calls, for example. It is highly recommended that you bring at least 10% more.

DEPENDENT COSTS
If you are going to be accompanied by a spouse or child, you must show an additional amount: $6,000 for each dependent.

YOUR Estimated ANNUAL COSTS *Expect Annual Increases of Approximately 5% - 7% in Expenses*	
TUITION AND FEES	$7,500
Housing	$
Food	$
Personal Items	$
Transportation	$
LIVING COSTS Total	$
DEPENDENT COSTS	$
Total:	$

Raritan Valley Community College
Application for Form I-20
Certificate of Eligibility for **F-1** Student Status

PART 1: Personal Information

Family Name:	
First Name:	**Middle Name:**
Street Address: Address should be your home address in your native country	
City:	
State:	**Zip Code:**
Country:	
Date of Birth - Month:	**Day:** **Year:**
Country of Birth:	
Country of Citizenship:	

Married ☐   **Unmarried** ☐   **Male** ☐   **Female** ☐

Information about dependents with you in the US. (spouse, children):

(Family name)	(First name)	(Date of birth)	(Country of birth)	(Relationship to you)
(Family name)	(First name)	(Date of birth)	(Country of birth)	(Relationship to you)
(Family name)	(First name)	(Date of birth)	(Country of birth)	(Relationship to you)
(Family name)	(First name)	(Date of birth)	(Country of birth)	(Relationship to you)

How can we contact you?

Country code:	**Area code:**	**Telephone number:**
Country code:	**Area code:**	**Telephone number:**
Email address:		

Please note that your Form I-20 cannot be issued until you have been accepted to Raritan Valley Community College

PART 2: If you are in the USA now, complete this section. If you are <u>not in the USA</u> at this time go to **PART 3.**

What is your Admission Number _____ This is found on your Form I-94 Departure Record (Print a copy from www.cbp.gov/I94)

What is your Immigration Status? <u>You can attend RVCC regardless of your status</u>.
(Check only one box)

☐ **F-1 What is your SEVIS ID Number? N**_____
   Circle <u>one </u>of the following that indicates what your I-20 is for: (1) Transferring/Changing schools; (2) Changing educational level/program at RVCC; (3) Reinstatement to F-1 Status.

Name of the school that you attended last: _____

☐ **Another status: Which status?** _____ Before we issue your Form I-20 we want to advise you. Please make an appointment to see the International Student Advisor.

Do you plan to travel outside of the USA before school starts?

☐ **Yes**. Tell us how you would like to get your I-20 in **Part 3.**

☐ **No.**   If you are F-1, you will receive school transfer or other instructions. If you hold another status, we will issue your I-20 after we have met with you.

PART 3: **How do you want to get your I-20?**

☐ **By Mail.** Your Form I-20 will be sent Federal Express shipping to the name and address below. If you need express delivery service, you should request someone in the USA to pick it up at RVCC and send it to you. If that isn't possible, please contact our office. <u>Type your name and address in English</u> exactly as it should appear on the envelope.

Name:	
Address:	
City:	
State:	**Zip code:**
Country:	
Phone Number	

☐ **Hold for pick-up (Name of Person)**

_____

_____

PART 4: Statement of Financial Support. Do not complete Part 4 unless you have carefully read the TEN RULES FOR GETTING YOUR FORM I-20.

Your major/degree program? _____

How will you support yourself for every year of your program of study? Please check off your means of support below and indicate how much will be provided or available to you every year:

Source of your Support	Annual Amount
☐ Personal Funds - The amount available to me from my own resources every year is (divide by number of years in program)	$
☐ Cash Funds from A Sponsor - To be given to me every year. Sponsor's Name:	$
☐ Cash Funds from a Second Sponsor - To be given to me every year. Second Sponsor's Name:	$
☐ Cash Funds from a Third Sponsor - To be given to me every year. Third Sponsor's Name:	$
☐ Free Room and Board - From a local sponsor with whom I will live. Sponsor's Name:	$ 12,000 (Cash Value)
Total Amount Available to me Every year of Study - This amount must be the same or more than your minimum annual costs.	$

SPONSORS AGREEMENT OF SUPPORT FORMS

WHAT DOES THIS AGREEMENT MEAN?

You are making a financial commitment to the student that should not be broken. Sponsors who fail to provide the promised support force students to drop out of school and cause pain and suffering. Do not expect that the student will be able to help support the costs through employment. Employment is strictly controlled by the Immigration Service and very limited.

HOW TO COMPLETE THIS FORM:

• Fill this form out completely in English. ***Promise only the amount of money you are able to give.*** The most common reason we reject affidavits is that we do not believe a sponsor can afford to give as much as promised.

• Attach the documentary evidence of support as explained below (Proof of income, Deed, Lease, or Rent Receipts)

• Sign the Agreement of Support Forms

PROVE THAT YOU ARE FINANCIALLY CAPABLE OF PROVIDING THIS CASH SUPPORT FOR *EVERY YEAR* OF THE STUDENT'S PROGRAM BY ATTACHING ALL OF THE FOLLOWING DOCUMENTS: (If all of these documents are not attached, your support will not be considered) Documents must be: Photocopies or faxes, Current (less than two months old), In English, in US Currency and Notarized

PROOF OF INCOME: This must be on your employer's business stationery, on income tax returns or receipts, or estimated by a bank or private accountant. If you are self-employed, the income of a company <u>will not</u> be accepted as proof of income. You must provide an official statement of the salary paid to you or it must appear on tax returns.

BANK STATEMENT: in your name, which states the date the account was opened, current balance in US dollars, average deposits and average balances. We cannot accept statements that do not specify balances unless it is stated to be a minimum of six figures (For example: $235,000) in US dollars**. *If another person's name appears on your bank statement, that person must complete a separate affidavit or submit a notarized statement permitting those funds to be considered as financial support for the student.***

PHOTOCOPY OF YOUR DEED, LEASE, OR RENT RECEIPTS to prove that you are the person who owns or rents the property

International (F1) Student Statement of Financial Support Instructions

All international applicants who are requesting a Form I-20 for F1 non-immigrant status ate required to demonstrate evidence of financial ability to support their education and living expenses while studying at RVCC.

The estimated cost of attendance for the 2018-2019 academic year based on 12 credit hours/semester is:

Tuition & Fees, Books/Supplies:	7,500	For each dependent, add $6,000
Living Expenses:	12,000	

The college reserves the right to increase Tuition/Fees at any time. Tuition/Fees will increase with additional credits taken per semester.

Please indicate the sources of funding and the amounts readily available. Sponsors must verify support by completing the RVCC affidavit of support forms, or the USCIS I-134 (US Sponsor) https://www.uscis.gov/i-134 .

Supporting documentation is required and must be less than _2 months_ old from the date of anticipated enrollment. Documents issues for another college/university are not acceptable.

The Form I-20 will not be issued without complete financial support documentation. Applicants must prove financial support for the duration of the program. Bank statements must show first year funding available. Must prove support to continue funding for the duration of the program.

Sources of Funds	Required Documentation
Personal Savings	Official Bank Letter/Statement: shows when account was opened, average balance and current balance
Family/Relative/personal sponsor	Affidavit of Support Form, Official Bank Letter/Statement: shows when account was opened, average balance and current balance, and proof of income/employment
Loan	Official letter from the lending institution indicating approval of the loan and the amount of loan approved
Government/Employer/Other Organization	Affidavit of Support form, Official letter indicating name of applicant, amount of support for each year of study, the duration of the award, and the name of the institution the award is applicable: RVCC
Room and Board Sponsorship	Affidavit of Support form, Proof of residence (mortgage statement ,tax bill, lease, deed or rent receipts, mortgage statement)

English Proficiency requirement for International (F-1) Applicants

Raritan Valley Community College requires a minimum English Proficiency score requirement on either the TOEFL or IELTS test, for admission as an F1 status student. It is best to take your TOEFL or IELTS Test before working on the additional items of your application. You will not be admitted to RVCC without a passing score. NOTE: All students who achieve the required TOEFL/IELTS score are still required to complete English testing prior to registering for their first term at RVCC. Some developmental, supplemental ESL courses may still be required and you may enter the RVCC ESL Pathway program for English Language Studies.

**We do not issue the Form I20 for ESL English as a Second Language Studies.

TOEFL Minimum Scores:
60 is required of the IBT, Internet Based Test

IELTS Minimum Score:
Minimum Broad band Score: **5.0**

An exception may be considered for students that have one or more of the following:

- 12 or more U.S. college/university transfer credits from a regionally accredited school in the Humanities and Social Science general education areas.
- English Composition course from a regionally accredited U.S. college/university - C grade or better (non-developmental)
- 6 or more U.S. college/university transfer credits and English Composition from a regionally accredited school
- Successful completion of Raritan Valley Community College's ESL Program prior to application deadline.
- SAT score of 540 or higher Critical Reading (Prior to 3/2016) 450 (After 3/1/2016)

If you believe you qualify for an exception to the testing requirement, please submit a request for an exception in writing to International Student Services.

You will need an official score report mailed directly from the test center. RVCC's reporting code for the TOEFL test is **2867**.

RARITAN VALLEY
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Biographical Information

Please complete this form and do not leave anything blank. If something is not applicable to you, please put N/A. *Print clearly (ink) or type the information*.

Family name: _____
As it appears on your passport

First Name: _____
As it appears on your passport

Date of Birth _____/_____/_____
Month/Day/Year

Male_____   Female_____

Country and City of Birth: Country_____ City_____

Country of Citizenship: _____

Permanent Address (Home Country):
_____

_____

_____

Address in the United States:
_____

_____

_____

Phone Number: _____

US Phone Number (if applicable) _____

Email Address: _____

All the information provided above is accurate and true to the best of my knowledge

_____   _____
Print Name   Signature

Agreement of Financial Support

International applicants must show financial sponsorship of at least $19,000 USD per year of study. This form may be duplicated for multiple sponsors. Students who wish to show personal funds to satisfy the $19,000/Yr requirement do not need to complete the Agreement of Support, but must show a bank statement in their own name for the *entire* duration of study. All bank statements must be translated into English and USD, and be within the past three months.

This form should be accompanied by a bank statement showing full amount for first year of study, and proof of income/employment

Name of sponsor: _____ Sponsor's relationship to student_____

Complete Address of Sponsor: _____

_____

I hereby certify that I promise to provide _____
<div align="center">(Name of International Student)</div>

funds in the amount of US $_____for each year of study at Raritan Valley Community College.

The following persons are fully or partially dependent upon me for their support.		
Name	**Relationship**	**Age**

I hereby affirm that the contents of the statements of this form are true and correct.

_____   _____   _____
   (Sponsor's Name Printed)   (Sponsor's Signature)   (Date)

If the international student is bringing dependents with him/her to the USA and those dependents will be supported by the sponsor indicated on this form, an additional $12,000 for a spouse and an additional $6,000 per child must be evident. Sponsor MUST attach a bank statement or bank letter showing the amount indicated above. The $19,000 is an estimate for tuition and living expenses for one academic year. ($7,000 tuition/fees and $12,000 for room/board) These figures are subject to change.

Agreement of Support for Room and Board

International applicants are required to show sponsorship of at least $19,000 USD. This signed document demonstrates the room and board portion of the expenses for F-1 students at Raritan Valley Community College, estimated at $12,000 per academic year. Students are required to show an additional $7,000 for tuition and fees in the form of a bank statement or letter and signed Agreement of Support.

This form should be accompanied by proof of employment and a copy of lease, deed or rent receipts for the residence.

_____ has applied to Raritan Valley Community College for the

     (Name of International Student)

_____semester.

   (Fall/Spring-indicate year)

He/she will be living with me, _____at my residence for the duration of

                        (Name of Sponsor)
his/her studies at the following address: (street address, city, state, postal code)

_____

_____

Sponsor's Phone #: _____ Sponsor's E-mail: _____

_____ is my _____

            (Name of Student)   (Sponsor's relation to student)

I understand that this living arrangement demonstrates coverage of the room and board portion of the financial expenses required of international students seeking enrollment at Raritan Valley Community College under F-1 student status. This room and board portion is *estimated* at $12,000 per academic year.

_____ _____ _____

     (Sponsor's Name Print)   *(Signature)*   *(Date)*

Bank Letter Template

The U.S. government requires proof of financial support from all international students.
To verify the support noted on the Agreement of Financial Support, RVCC requires each individual providing support (student, parent, sponsor, etc.) to request a letter from their bank to verify account status and amount available.

Bank letters should be:
- Current (received within 4 weeks of being signed and dated)
- Written in English
- Printed on bank letterhead

Please include the items listed below:
- Bank Letterhead
- Including bank name and location
- Name of bank customer
- How long individual has been a customer of this bank
- Average amount available in accounts and amount that is currently readily available
- Amount should be listed in local currency and in U.S. dollars
- Signed by bank representative
- Notarized by bank representative
- Dated by bank representative

CONFIRMATION OF FINANCIAL RESOURCES: F1 status Applicants

Documentation of financial resources is one of the requirements of the United States Citizenship and Immigration Services' (USCIS) for each applicant who is not a US citizen and is applying for F1 student status. Raritan Valley Community College will not issue a Certificate of Eligibility, Form I-20, without sufficient documentation for proof of financial support. Please submit this form along with your affidavits of support and supporting documentation.

STATEMENT OF APPLICANT

My expected initial enrollment date is Spring _____ Fall _____ Year _____

I certify that I will have the required minimum funds in US currency available to cover the cost for each 12-month academic period (fall and spring semesters) I am enrolled at RVCC. I understand that currently the RVCC financial requirement is **$19,000** ($12,000-Living expenses / $7,000-Tuition and Fees) for each year of study.
Yes _____ No _____

I certify that I will have adequate funds for my travel to and from the United States.
Yes _____ No _____

I certify that I can make the necessary arrangements to have all funds transferred to the US (if applicable).
Yes _____ No _____

I certify that these funds will be provided by : My parent(s) ____ My own savings ____ Other sponsorship ____

Applicant's name (please print) _____

Applicant's Signature _____ Date _____

VERIFICATION OF SPONSORSHIP

Sponsor's name (please print) _____

Sponsor's signature _____

Relationship of sponsor to applicant _____

Address of sponsor _____

Telephone number of sponsor _____

USCIS requires the college to collect information about financial sponsorship to determine if the applicant will have sufficient funds for study for the duration of his/her program at RVCC. This information is also needed in the visa process. If the applicant is applying from the home country, you will want to provide the same documentation to the applicant for the visa application process. ***If you do not want personal identifiers such as social security numbers, birthdates, bank account numbers etc. on documentation, please black these items out prior to submission. If you choose to black out personal identifiers, please have all documentation notarized prior to submission.***

As a financial sponsor, I am aware that I am submitting documentation along with the application that will verify my ability to support the applicant's enrollment to Raritan Valley Community College. This documentation is confidential in nature. I understand that the information I provide is necessary for the college to determine my financial capability in support of the student. I understand that the College maintains a separate filing system under lock and key that will house this confidential information, which is not accessible to any personnel other than the International Student Services staff.

I do _____ **do not** _____ want this information to be shared with the applicant and/or given to the applicant.

Sponsor's Signature: _____ Date:_____

VERIFICATION OF SPONSOR: Additional Sponsorship

Sponsor's name (please print) _____

Sponsor's signature _____

Relationship of sponsor to applicant _____

Address of sponsor _____

Telephone number of sponsor _____

USCIS requires the college to collect information about financial sponsorship to determine if the applicant will have sufficient funds for study for the duration of his/her program at RVCC. This information is also needed in the visa process. If the applicant is applying from the home country, you will want to provide the same documentation to the applicant for the visa application process.

As a financial sponsor, I am aware that I am submitting documentation along with the application that will verify my ability to support the applicant's enrollment to Raritan Valley Community College. This documentation is confidential in nature. I understand that the information I provide is necessary for the college to determine my financial capability in support of the student. I understand that the College maintains a separate filing system under lock and key that will house this confidential information, which is not accessible to any personnel other than the International Student Services staff.

I do _____ **do not** _____ want this information to be shared with the applicant and/or given to the applicant.

Sponsor's Signature: _____   Date:_____

VERIFICATION OF SPONSOR: Additional Sponsorship

Sponsor's name (please print) _____

Sponsor's signature _____

Relationship of sponsor to applicant _____

Address of sponsor _____

Telephone number of sponsor _____

USCIS requires the college to collect information about financial sponsorship to determine if the applicant will have sufficient funds for study for the duration of his/her program at RVCC. This information is also needed in the visa process. If the applicant is applying from the home country, you will want to provide the same documentation to the applicant for the visa application process.

As a financial sponsor, I am aware that I am submitting documentation along with the application that will verify my ability to support the applicant's enrollment to Raritan Valley Community College. This documentation is confidential in nature. I understand that the information I provide is necessary for the college to determine my financial capability in support of the student. I understand that the College maintains a separate filing system under lock and key that will house this confidential information, which is not accessible to any personnel other than the International Student Services staff.

I do _____ **do not** _____ want this information to be shared with the applicant and/or given to the applicant.

Sponsor's Signature: _____   Date:_____

RARITAN VALLEY COMMUNITY COLLEGE

IMMUNIZATION RECORD FORM

Last Name	First Name	RVCC ID Number	Date of Birth

The State of New Jersey requires all full-time students to be immunized against measles, mumps, rubella (MMR) and Hepatitis B. There are exemptions for the MMR for those who were born before January 1, 1957, for those for whom the administration of an immunizing agent conflicts with religious beliefs, and for those who cannot be immunized for a medical reason. If an outbreak of one of these diseases occurs, any student not having previously submitted proof of the proper immunization (including part-time students and those who are exempt) may be barred from classes until the epidemic is over.

To comply, check one box below, and follow the directions for the option you choose:

☐ Submit proof of immunization (vaccination administered after 1968, on or after first birthday, and second dose administered no less than one month after the first dose). Attach proof of this form and return to the Admissions Office, located in the Lower level of the library, L-032

☐ Submit proof of birth before January 1, 1957. Attach a copy of driver's license, passport, or birth certificate to this form and return to the Admissions Office, located in the Lower level of the library, L-032.

☐ Submit a signed statement, explaining how the administration of an immunizing agent conflicts with your religious beliefs. Attach statement to this form and return to the Admissions Office, located in the Lower level of the library, L-032

☐ Submit a signed statement from a physician stating that immunization is medically contraindicated for a specific period of time (the expiration date for the period must be stated and failing to be immunized thereafter will preclude further enrollment), and setting forth the reason(s) for the medical contraindication, based upon valid medical reasons as enumerated by the most recent recommendations of the Advisory Committee On Immunization Practices of the USPHS. Attach that statement to this form and submit to the Admissions Office, located in the Lower level of the library, L-032

☐ Submit this form, with the information below fully completed and signed by your physician, and return to the Admissions Office. located in the Lower level of the library, L-032

Vaccination Required	Date (Dose 1) Required	Date (Dose 2) Required	Date (Dose 3) Required	OR *Titer Test Date
MMR Combination			Not Applicable	
Measles			Not Applicable	
Mumps		Not Applicable	Not Applicable	
Rubella		Not Applicable	Not Applicable	
Hepatitis B				
Men B (Meningococcal disease)		Not Applicable	Not Applicable	
MenACWY (Meningococcal disease)			Not Applicable	

*A copy of laboratory report must be attached to this form if titer results are submitted as documentation.

Signature of Health Care Provider: _____ Date: ___/___/___ Provider Stamp: _____

For Office Use Only: SAAADMS ____   SOAHOLD ____

Degree Limitations:

International (F1 status) students are not eligible to enroll in the following degree programs due to the nature and requirements of each degree program:

- ➢ Dental Assisting
- ➢ Nursing RN/PNAD
- ➢ Health Information Technology
- ➢ Medical Coding Certificate
- ➢ All joint RVCC/Rutgers Un. Programs