CHECKLIST FOR ISSUANCE OF FORM I-20

In order to facilitate the issuance of the Form I-20, please review the following required submissions and ensure that the appropriate supporting documents have been provided:

☐ The student has applied and been fully accepted into a full program of study
☐ Completed Concordia Application for the Form I-20  (must include city of birth)
☐ The student has provided proof of financial ability

**US Department of State standards:**
- Readily available funds for the first year
- Evidence of adequate funds for each subsequent year from one or more other specifically identified and reliable sources.
- Liquid assets – cash or cash value
- Proof of income/assets

- Personal: savings or proof of income
  - Less than six months old (3-4 months preferred)
  - In English / US currency if possible
- School funds: Assistantship, scholarship, award letter / contract
- Funds from other sources
  - Signed affidavit of support identifying the student’s relationship to the sponsor
  - Proof of Income
  - Copy or scan of Bank statement
    - Less than six months old (3-4 months preferred)
    - In English / US currency if possible
- Funds from corporate sponsors
  - Signed affidavit of support identifying signer’s role within the corporation and authority to commit funds
  - Bank statement
  - Letter identifying student’s relationship to the corporate sponsor on letterhead with company stamp or seal (if possible)

☐ A copy or scan of the student’s passport and visa (if any)
☐ Students **must** provide completed Concordia Health Form and documentation of required immunizations before arriving on campus

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