



BUTLER UNIVERSITY



COMMONLY ASKED QUESTIONS *by* STUDENTS APPLYING *for* FORM I-20 A-B

NOTE ABOUT SCHOLARSHIPS AND OTHER FINANCIAL AID:

Students on F-1 visas are not eligible for U.S. federal or state aid. However, undergraduate degree seeking students are eligible for Butler University merit scholarships in academics, athletics, and performing arts. No scholarships are available to help cover living expenses. Students are expected to provide the funding for any balance not covered by scholarship.

WHO IS ELIGIBLE FOR THE FORM I-20 A-B?

A student is eligible to receive the Form I-20 when he or she has

- Been admitted to Butler University for enrollment in a full course of study **and**
- Provided documentary evidence proving financial ability to support living and study expenses for the full length of study.

WHAT ARE MY ESTIMATED ANNUAL EXPENSES?

The following is an estimated budget of expenses to attend Butler and live in on campus housing for the 2015–2016 nine month academic year. This budget is a modest average; it may increase or decrease depending upon your personal spending habits.

1) Tuition and Fees:	\$38,360 undergraduate student
	\$10,680–\$44,790 graduate student (18 hours/year)
2) Living Expenses:	\$17,170*
Total Costs:	\$55,530 undergraduate student
	\$27,850–\$61,960 graduate student

**Based on residence hall accommodations, dining hall meal plan, books, supplies, medical insurance and incidental expenses for 9-months.*

HOW DO I GET MY FORM I-20 A-B?

Complete the Application for Form I-20 A-B and attach the required documentary evidence that you have the financial ability to support your studying and living costs for the full length of your program. Submit your completed application and all documentary evidence to the Office of Admission.

HOW DO I CONTACT BUTLER UNIVERSITY?

Office of Admission Phone: 888-940-8100

Office of Admission Fax: 317-940-8150

4600 Sunset Avenue, Indianapolis, IN 46208

butler.edu/admission

admission@butler.edu



BUTLER UNIVERSITY



APPLICATION *for* FORM I-20 A-B

(To be completed by the applicant. Please print legibly or type.)

Please mail this completed form and a **copy of your passport** to:

Butler University Office of Admission, 4600 Sunset Avenue, Indianapolis, IN 46208, USA

Family Name: _____ First Name: _____
(Surname) (Given)

Permanent/Home Address _____

City _____ State/Province _____

Postal Code _____ Country _____

Telephone _____ Email _____

Gender: Male Female Date of Birth ___/___/___ USCIS Admission # on Form I94 *(students currently in the United States only)* _____
Month Day Year

Country of Birth _____ Country of Citizenship _____

What is your intended major? _____

Please check all of the following that apply to you:

I am applying for my first F-1 visa at a U.S. Embassy/Consulate abroad.

I am in the U.S. on another visa/immigration status

(please explain) _____

I am transferring to Butler from another U.S. high school or university *(please complete the Transfer Verification Form on the final page of this application and submit to your current school DSO for processing).*

(name of school) _____

I am enrolling in a Butler graduate program directly from another U.S. university.

(name of school) _____

I wish to change my status to F-1 from another visa type *(only if you are currently in United States).*

(Current visa type) _____

If you wish to bring dependents to the United States, please complete the following:

Dependent Family Name (Surname)	Dependent First Name (Given)	Date of Birth (MM/DD/YYYY)	Country of Birth	Relationship
Dependent Family Name (Surname)	Dependent First Name (Given)	Date of Birth (MM/DD/YYYY)	Country of Birth	Relationship
Dependent Family Name (Surname)	Dependent First Name (Given)	Date of Birth (MM/DD/YYYY)	Country of Birth	Relationship



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STATEMENT of FINANCIAL ABILITY

(To be completed by the applicant)



A. List all sources of your support for each year of your program of study in U.S. dollars; any combination of sources is acceptable.

The annual total must be \$53,565 or more if seeking an undergraduate degree or \$26,875-\$57,515 or more if seeking a graduate degree.

A sponsor may be a member of your family, a friend or an organization. The attached Sponsor's Affidavit must be submitted for each sponsor you have. You may photocopy it for use by each of your sponsors. If you plan to live off campus with someone who will provide you with room and meals free of charge, that person must complete a copy of the sponsor's affidavit.

B. Provide the specified documentary evidence for each source of support. Evidence must be original documents (*only tax documents or deeds and leases may be photocopies*), and be less than six months old.

1. Your personal funds _____
Amount

Evidence: statements from a bank or financial institution in your name. Enter the amount you have available for each year by dividing the statement by the number of years required to complete your program of study. Typical international students will complete a bachelor's degree in four to six years and a master's degree in two years.

2. Funds from Sponsors

Name of sponsor #1 Amount

Name of sponsor #2 Amount

Evidence: Sponsor's Affidavit of Financial Support and one of the following:

- Letter from an employer on business stationary stating annual salary.
- Letter from an officer of a bank or other financial institution.
- Income tax receipts and forms.

3. Scholarship/Assistantship/Fellowship _____
Amount

Evidence: Award letter from the organization providing the scholarship, assistantship or fellowship, written in English or with an official translation attached.

Total Annual Financial Support _____
Amount

Total of all sources listed must be at least \$53,565 for undergraduate students; \$26,875-\$57,515 for graduate students.

Affirmation or oath: I affirm that the information I have given above is true and correct.

Student Signature _____ Date _____



BUTLER UNIVERSITY



SPONSOR'S AFFIDAVIT of FINANCIAL SUPPORT

(To be completed by the sponsor)



IMPORTANT INFORMATION FOR SPONSORS

Sponsor's Commitment: When you complete this Sponsor's Affidavit, you are certifying to Butler University and the U.S. Government that you can and will provide this student with this amount of money for each year of study. We assume that you have carefully considered the real costs of supporting the student's expenses while living and studying at Butler. Sponsors who fail to meet their stated commitment jeopardize the student's education and legal status in the United States This page must be completed and signed by all those who are helping to finance the student's education. If necessary, this page may be copied.

INSTRUCTIONS FOR SPONSORS WHO ARE COMPLETING THE AFFIDAVIT *(Please print or type)*

1. Fill in this form completely.
2. Promise to provide only the amount you intend and are able to give to the student.
3. Sign the affidavit in the presence of a notary public in the United States or other licensed official in your country. The notary public or official must sign and put the official seal on the affidavit.
4. Attach documentary evidence of financial ability. *(see below)*
5. The affidavit and supporting documents must be in *(or officially translated into)* English.

DOCUMENTARY EVIDENCE OF FINANCIAL ABILITY

1. Documentary evidence of your financial ability to support a student may consist of:
 - A. Letter from your employer on business stationary stating your annual salary, and/or
 - B. Letter from an officer of a bank or other financial institution stating the date the account was opened, total amount deposited for the past year and present balance (in U.S. Dollars). Bank statements will not be accepted as sufficient documentary evidence unless the account balance is very high. Bank statements saying that "sufficient" funds are available are not acceptable evidence, and/or
 - C. Income tax receipts and forms.
2. Documentary evidence must be originals (except tax documents) and be less than six months old.

PLEASE COMPLETE THE FOLLOWING:

I hereby certify that I will provide *(student's name)* _____ with no less than U.S.\$ _____ in cash for each year of study.

My relationship to the student is: _____.

I am including the following documentary evidence as proof of my commitment *(please check all that apply)*:

- Letter from my employer on business stationary stating my annual salary.
- Letter from an officer of a bank or other financial institution.
- Income tax receipts and forms.
- Other _____.

Affirmation or oath: I affirm that the information I have given above is true and correct.

Sponsor's Signature _____ Date _____

Sworn and Subscribed Before Me: Signature of Notary _____ Date _____



BUTLER UNIVERSITY

TRANSFER VERIFICATION FORM

INSTRUCTIONS TO STUDENT:

Instructions to Student: If you are currently attending an academic institution in the United States, please complete the top section of this form. Take the form to the International Student Advisor at the institution you are currently attending or last attended. Have the International Student Advisor complete the form and return it and a copy of your current I-20 to the Butler University Office of Admission. We cannot process your immigration transfer and issuance of SEVIS I-20 until this form is received in our office. Butler University's SEVIS code is: CHI214F10469000.

Student Family Name: _____ First Name: _____
(Surname) (Given)

Expected Date of Entry to Butler University _____

Will you be traveling outside of the United States BEFORE attending Butler? Yes No If YES, when does your travel begin? _____

Please provide the address where you would like your I-20 mailed:

If you are not traveling outside of the US before attending Butler, you will receive your I-20 either at Orientation or during the first week of classes.

Please read and sign: I authorize my current International Student Advisor to release the information requested below to the Butler University Office of Admission. **Once released to Butler University, I cannot change my decision to attend Butler University.**

Student Signature _____ Date _____



To be completed by International Student Advisor at current institution or last institution attended:

School Name: _____

Present non-immigrant visa classification: _____ Dates of attendance at your school: _____

Please list all periods of practical training/academic training, if any: _____

To your knowledge, is this student currently in status with USCIS? Yes No If not, please explain: _____

To your knowledge, is the student in good financial standing with your institution? Yes No

If not, please explain (*ex. Are any fees owed to your institution?*): _____

SEVIS ID number: _____ SEVIS Transfer Release Date: _____

Name of Designated School Official: _____

Signature of DSO _____ Date _____

Telephone Number: _____ Email: _____