

CHECKLIST FOR INTERNATIONAL GRADUATE STUDENTS

Thank you for your interest in Washington Adventist University (WAU). You have made an excellent choice in selecting WAU to continue your education. Living and studying outside your home country will be one of the most significant experiences in your life. Please use the checklist below to ensure that you have all the necessary documentation required to complete the application process. If you have any questions concerning admissions, academics, immigration, employment, or campus life, please feel free to contact the Enrollment Office at (301) 891-4080 or e-mail enroll@wau.edu.

WAU Admission Requirements

To allow adequate time for processing international student information, the following items
need to be submitted at least six months prior to the registration date of the term of proposed
admission:

WAU Application
US\$25 Application fee (non-refundable)
One Recommendation
Educational Background Summary form
Proof of English Proficiency—TOEFL minimum score of 550 paper/213 computer
Translation and evaluation of all foreign educational documents
(see the list of approved foreign evaluation agencies below)

Requirements for I-20

	Escrow	deposit	of	US\$1	,000*
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- ☐ Affidavit of Support (form I-134); (form included in packet)
- □ Statement from an officer of the bank or other financial institution in which you have deposits
- * Students from Canada, Bermuda & Bahamas are exempt from the escrow deposit

Registration Requirements

US\$5,040 must be paid at registration. If you cannot pay the amount due at registration
you will not be permitted to register and your visa status will be at risk.

- ☐ To maintain your student visa status, you must register for a minimum of 9 credit hours per semester.
- □ Present validated I-20, I-94 card & passport to the Records office for verification purposes.

Foreign Transcripts Evaluation Services

World Education Services, Inc. PO Box 745, Old Chelsea Station New York, NY 10113-0745 USA Telephone: (212) 966-6311

Fax: (212) 966-6395

Office of International Education Services—AACRAO One Dupont Circle, NW, Suite 520 Washington, DC 20036-1135 USA Telephone: (202) 293-9161

Fax: (202) 872-8857



FINANCIAL PLANNING SHEET 2010-2011 (GRADUATE)

Washington Adventist University requires international students to present evidence of US \$20,985 to meet expenses for an academic year at WAU. A married student must add \$7,500 for a spouse or first dependent, plus \$4,500 for each additional dependent. A \$1,000 escrow deposit is required before an I-20 will be issued and is refundable upon withdrawal from WAU.

The escrow deposit is placed in an interest-bearing account and serves two purposes:

- 1) Communicates to the U.S. consulate that the visa applicant intends to be a student.
- 2) Provides a financial reserve for use by the student in case of an emergency.

Tuition 9 hours per semester \$5.040 2 semesters per academic year \$10,080 Fees (per academic year/8 months) General/Technology Fee \$275 Estimated Housing Expenses (per academic year/8 months) Room and Board \$7,530 Summer room—single per week \$150 double per week \$75 Off-campus—must be 22 years old or married. Apartment and Food \$4,800 - \$8,800 **Estimated Additional Expenses** Books/supplies \$1,100 Laboratory fees varies Miscellaneous—clothing, toiletries, entertainment, public transportation, etc. \$2,000 \$7,500 Dependents (spouse or first dependent) Additional dependents (each) \$4,500

BUDGET (no dependents)				
Estimated expenses for one academic year					
Tuition	\$10,080				
Books / Supplies (est.)	\$1,100				
General/Technology Fee	\$275				
Room and Board	\$7,530				
Miscellaneous	\$2,000				
Total Expenses	\$20,985				

Means of Support
Personal funds
WAU Scholarships
Other Scholarships
On-Campus employment

Supporting Information
The deponent must submit in duplicate evidence of income and resources, as appropriate:
 Statement from an officer of the bank or other financial institution in which you have deposits giving the following details regarding your account:
\square Date account opened $\ \square$ Total amount deposited for the past year $\ \square$ Current balance
2. Certificate of Financial Responsibility
3. Affidavit of Support if your sponsor lives in the United States.



CERTIFICATE OF FINANCIAL RESPONSIBILITY

I understand that as an international student at Washington Adventist University, I, my parents, or my sponsors are responsible for all my expenses while I am studying in the United States. These expenses will include: tuition, room and board, books, fees, health insurance and miscellaneous personal needs.

A copy of a current bank statement or a letter from a bank official stating that the parent or person acting as sponsor is a customer in good standing and has sufficient funds to meet the student's obligations is required for *each* source of funding and *must be submitted with this certificate of financial responsibility.*

The cost for one year of study at Washington Adventist University is \$20,985 plus an additional estimated amount of \$2000 for my personal needs.

I, (student) to me each year (up to five years) so that I will		, certify that I have the following funds available be able to complete my course of study.				
Source			Amount in US Dollars			
Parent o	r personal funds					
WAU So	cholarships					
Sponsor	: US citizen/permanent residen	t				
Sponsor	: non-US					
Print name of pa	arent/sponsor	Rel	ationship to Student			
Signature of par	rent/sponsor	Dat	re(month/day/year)			
Address						
City	State	Country	Zin Code			

Instructions

Read these instructions carefully to properly complete this form. If you need more space to complete an answer, use a separate sheet of paper. Write your name and Alien Registration Number (A-Number), if any, at the top of each sheet of paper and indicate the part and number of the item to which the answer refers.

What Is the Purpose of This Form?

Section 212(a)(4) of the Immigration and Nationality Act (the Act) bars the admission into the United States any alien who, in the opinion of the U.S. Department of State officer adjudicating a visa application, a Department of Homeland Security officer, or an immigration judge adjudicating an application for admission, is likely at any time to become a public charge.

For aliens seeking admission or adjustment as permanent residents as immediate relatives, family-based immigrants, and certain employment based immigrants, as specified in sections 212(a)(4)(C) and 213A of the Act and 8 CFR Part 213a, the petitioning relative must file Form I-864.

Form I-134 may be used in any case in which you are inadmissible on public charge grounds, but in which you are not required to have Form I-864 filed on his or her behalf. Section 213 of the Act (*not* section 213A) permits the admission of an alien who is inadmissible on public charge grounds, in the discretion of the Secretary of Homeland Security (or, for immigration judge cases, the discretion of the Attorney General) upon the posting of a bond or other undertaking (method). Form I-134, is the "undertaking" prescribed in section 213 of the Act.

Do not use Form I-134 if the alien whom you are sponsoring is required to have Form I-864 instead.

Execution of Affidavit

If you are sponsoring more than one alien, you must submit a separate Form I-134 for each alien. You must sign Form I-134 in your full name. (Note: Signing Form I-134 is *under penalty of perjury under U.S. law*). For this reason, it is not necessary to sign Form I-134 before a notary, nor to have your signature notarized after you sign it.

General Instructions

Fill Out Form I-134

- 1. Type or print legibly in black ink.
- 2. If extra space is needed to complete any item, attach a continuation sheet, indicate the item number, and date and sign each sheet.

Supporting Evidence

As the sponsor, you must show you have sufficient income or financial resources to assure that the alien you are sponsoring will not become a public charge while in the United States.

Evidence should consist of copies of any of the documents listed below that applies to your situation.

Failure to provide evidence of sufficient income or financial resources may result in the denial of the alien's application for a visa or his or her removal from the United States.

You must submit in duplicate evidence of income and resources, as appropriate:

- **A.** Statement from an officer of the bank or other financial institutions where you have deposits, identifying the following details regarding your account:
 - 1. Date account opened;
 - 2. Total amount deposited for the past year; and
 - **3.** Present balance.
- **B.** Statement of your employer on business stationery showing:
 - 1. Date and nature of employment;
 - 2. Salary paid; and
 - **3.** Whether the position is temporary or permanent.
- C. If self-employed:
 - 1. Copy of last income tax return filed; or
 - **2.** Report of commercial rating concern.

D. List containing serial numbers and denominations of bonds and name of record owner(s).

Sponsor and Alien Liability

Under section 213 of the Act, if the person you are sponsoring becomes a public charge, the agency that provides assistance may be able to sue you to recover the cost of the assistance.

In addition to that provision, your income and assets may be combined with the income and assets of the person you are sponsoring in determining whether that person is eligible for Food Stamps, 7 U.S.C. 2014(i)(1), Supplemental Security Income (SSI), 42 U.S.C. 1382j, and Temporary Assistance for Needy Families (TANF), 42 U.S.C. 608.

Documentation of Income and Resources

An alien applying for SSI must make available to the Social Security Administration documentation concerning his or her income and resources and those of the sponsor, including information that was provided in the corresponding application.

An alien applying for TANF or Food Stamps must make similar information available to the State public assistance agency.

The U.S. Secretary of Health and Human Services and the U.S. Secretary of Agriculture are authorized to obtain copies of any such documentation submitted to USCIS or the U.S. Department of State and to release such documentation to a State public assistance agency.

Joint and Several Liability Issues

Sections 1621(e) of the Social Security Act and subsection 5(i) of the Food Stamp Act also provide that an alien and his or her sponsor shall be "jointly and severally liable" to repay any SSI, TANF, or Food Stamp benefits that are incorrectly paid because of misinformation provided by a sponsor or because of a sponsor's failure to provide information, except where the sponsor was without fault or where good cause existed. "Jointly and severally liable" means the alien and sponsors are each liable up to the full amount of any repayment due.

Incorrect payments that are not repaid will be withheld from any subsequent payments you or your sponsor are otherwise eligible under the Social Security Act or Food Stamp Act.

These provisions do not apply to SSI, TANF, or Food Stamp eligibility of aliens admitted as refugees, granted asylum or Cuban/Haitian entrants as defined in section 501(e) of P.L. 96-422, and to dependent children of the sponsor or sponsor's spouse.

Translations

Any document containing a foreign language submitted to USCIS shall be accompanied by a full English language translation which the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.

Copies

Unless specifically required that an original document be filed with an application or petition, an ordinary legible photocopy (standard 8 1/2 x 11 letter size) may be submitted. Original documents submitted when not required will remain a part of the record.

Where To File?

Where you submit the form depends on whether the alien you are sponsoring is in or outside the United States and what type of application is being submitted. See the instructions provided with the corresponding application for detailed information on where to submit this affidavit of support.

What Is the Filing Fee?

There is no filing fee for Form I-134.

Address Changes

If you change your address and you have an application or petition pending with USCIS, you may change your address online at **www.uscis.gov**, click on "Change your address with USCIS," and follow the prompts, or you may complete and mail Form AR-11, Alien's Change of Address Card, to:

U.S. Citizenship and Immigration Services Change of Address P.O. Box 7134 London, KY 40742-7134

For commercial overnight or fast freight services only, mail to:

U.S. Citizenship and Immigration Services Change of Address 1084-I South Laurel Road London, KY 40744

Processing Information

Any Form I-134 that is not signed will be rejected with a notice that your Form I-134 is deficient. You may correct the deficiency and resubmit Form I-134. Form I-134 is not considered properly filed until accepted by USCIS.

Initial processing

Upon your Form I-134 has been accepted, it will be checked for completeness, including submission of the required initial evidence. Failure to completely fill out the form, or file it without required initial evidence, may result in the denial of your application.

Requests for more information or interview

We may request more information or evidence, or we may request that you appear at a USCIS office for an interview. We may also request that you submit the originals of any copy. We will return these originals when they are no longer required.

USCIS Forms and Information

To order USCIS forms, call our toll-free number at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations, and procedures by telephoning our National Customer Service Center at **1-800-375-5283** or visiting our Internet website at **www.uscis.gov**.

As an altenative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our Internet-based system, **InfoPass**. To access the system, visit our website. Use the InfoPass appointment scheduler and follow the screen prompts to set up your appointment. InfoPass generates an electronic appointment notice that appears on the screen.

Penalties

If you knowingly and willfully make any false statement on Form I-134, or conceal any material fact, or submit a false document with Form I-134, we will deny the application for immigration benefits that the alien for whom you are submitting Form I-134 has filed, and may deny any other immigration benefits.

In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

Privacy Act Notice

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are seeking. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your request.

Authority for the collection of the information requested on this form is contained in 8 U.S.C. 1182(a)(4), 1183, 1184(a), and 1258.

The information will be used principally by USCIS, or by any consular officer to whom it may be furnished, to support an alien's application for benefits under the Immigration and Nationality Act and specifically the assertion that you have adequate means of financial support and will not become a public charge. Submission of the information is voluntary.

The information may also be disclosed to other Federal, State, local, and foreign law enforcement and regulatory agencies, including the U.S. Departments of Health and Human Services, Agriculture, State, Defense and any component (if the applicant has served or is serving in the U.S. Armed Forces), Central Intelligence Agency, and individuals and organizations during the course of any investigation to obtain further information required to carry out USCIS functions.

Paperwork Reduction Act

An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 90 minutes per response, including the time for reviewing instructions and completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Management Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529. OMB No. 1615-0014. **Do not mail your application to this address.**

Form I-134, Affidavit of Support

	(Answer all items	s. Type	or print in black ink.)			
I, (Name)	(Name) residing at (Street and Number)					
(City) certify under penalty of perjury	,	State)	(Zip Coo	le if in U.S.)	(Country	<i>i</i>)
1. I was born on(Date-mm/dd/yyyy)	in		(City)		(Country)	
If you are not a U.S. citizen based on your Swains Island), answer the following as a		es, or a r	non-citizen U.S. national	based on your birth	in American Sai	noa (includii
a. If a U.S.citizen through natura	alization, give certificate	e of natu	ralization number			
b. If a U.S. citizen through paren			•			
c. If U.S. citizenship was derive	•		•	on.		
d. If a lawfully admitted perman						
e. If a lawfully admitted nonimn						
2. I am years of age and have	resided in the United St	ates sinc	e (date)			
3. This affidavit is executed on behalf of t	he following person:					
3. This affidavit is executed on behalf of the Name (Family Name)	he following person: (First Name)		(M	iddle Name)	Gender	Age
			(Marital Status	,	Gender ip to Sponsor	Age
Name (Family Name)	(First Name)	(City)	`	,		
Name (Family Name) Citizen of (Country)	(First Name)		Marital Status	Relationsh	ip to Sponsor	
Name (Family Name) Citizen of (Country) Presently resides at (Street and Number	(First Name)		Marital Status	Relationsh	ip to Sponsor	
Name (Family Name) Citizen of (Country) Presently resides at (Street and Number Name of spouse and children accompa	(First Name) er) nying or following to jo	in persoi	Marital Status	Relationsh	ip to Sponsor (Countr	y) Age

- 4. This affidavit is made by me for the purpose of assuring the U.S. Government that the person(s) named in item (3) will not become a public charge in the United States.
- 5. I am willing and able to receive, maintain, and support the person(s) named in **item 3**. I am ready and willing to deposit a bond, if necessary, to guarantee that such person(s) will not become a public charge during his or her stay in the United States, or to guarantee that the above named person(s) will maintain his or her nonimmigrant status, if admitted temporarily, and will depart prior to the expiration of his or her authorized stay in the United States.
- 6. I understand that:
 - a. Form I-134 is an "undertaking" under section 213 of the Immigration and Nationality Act, and I may be sued if the person named in item 3 becomes a public charge after admission to the United States; and
 - **b.** Form I-134 may be made available to any Federal, State, or local agency that may receive an application from the person named in **item 3** for Food Stamps, Supplemental Security Income, or Temporary Assistance to Needy Families;
 - c. If the person named in **item 3** does apply for Food Stamps, Supplemental Security Income, or Temporary Assistance for Needy Families, my own income and assets may be considered in deciding the person's application. How long my income and assets may be attributed to the person named in **item 3** is determined under the statutes and rules governing each specific program.

I am employed as or engaged in the business of		with			
	(Type of Business)	(Name of Concern)			
at(Street and Number)		(City)	(State)	(Zip Code)	
I derive an annual income of: (If self-employed, I have a report of commercial rating concern which I certify to be and belief. See instructions for nature of evidence of ne	attached a copy of my last inco be true and correct to the best o	me tax return or	\$		
I have on deposit in savings banks in the United States:			\$		
I have other personal property, the reasonable value of v	which is:		\$		
I have stocks and bonds with the following market value to be true and correct to the best of my knowledge and be		list, which I certify			
I have life insurance in the sum of:			\$		
With a cash surrender value of:			\$		
I own real estate valued at:			\$		
With mortgage(s) or other encumbrance(s) thereon	amounting to: \$				
Which is located at:	_				
Which is located at: (Street and Number)	(City)	(State)		(Zip Code)	
The following persons are dependent upon me for suppo wholly or partially dependent upon you for support.)	rt: (Check the box in the appro	priate column to indica	te whether t	he person named is	
Name of Person	Wholly Dependent	Partially Dependen	t Age	Relationship to Me	
I have previously submitted affidavit(s) of support for the	e following person(s). If none	, state "None".			
Name of Person				Date submitted	
I have submitted a visa petition(s) to U.S. Citizenship a		chalf of the following p			
Name of Person		Relationship		Date submitted	
I intend do not intend to make specific c	contributions to the support of t	he person(s) named in	item 3.		
(If you check "intend," indicate the exact nature and due for how long and, if money, state the amount in U.S. do					
cknowledge that I have read "Sponsor and Alien Liab sponsibilities as a sponsor under the Social Security A ertify under penalty of perjury under United States la	ct, as amended, and the Food	ections for this form, a Stamp Act, as amend	led.		
ie and correct.					