

INSTRUCTIONS FOR COMPLETING CERTIFICATE OF FINANCIAL SUPPORT

(Overseas International F-1, Transfer-In F-1, Change of status to F-1 applicants)

U.S. Immigration Regulations require a school to certify on Form I-20A-B that nonimmigrant F-1 students have provided proof of financial responsibility for the duration of their student's status in the U.S. Due to federal regulations restricting work authorization, most international students should not expect employment to be a significant means of financial support while studying at Pacific States University.

Therefore, international students must provide proof of sufficient funds to pay for all expenses at Pacific States University for **the first academic year**. However, sponsors should certify that funds will be available for each year of your program at PSU. The Certificate of Eligibility Form I-20 will be issued only after this form has been received with the requested financial documentation, approved, and you have been offered admission.

Step 1: Determine the Costs of Your Program of Study

There are different costs for each PSU program of study. Please find the minimum required amount for proof of funds. If you are international students, you are required to submit proof of funds **for the first year**.

Table.1

	Undergraduate	Graduate
Estimated Expenses for the First Academic Year (Required for International students holding F-1 visa status)		
Minimum Required amount for the Proof of fund	\$17,915	\$17,375
Dependent Expenses (if any) (addition to the above required amount)	<ul style="list-style-type: none"> ● \$6000/y for the first dependent ● \$2,000/y for each additional dependent 	<ul style="list-style-type: none"> ● \$6000/y for the first dependent ● \$2,000/y for each additional dependent
Tuition (only) before Transfer Credit for Entire Program		
Total (Prerequisite Courses <u>Excluded</u>)	\$44,077.10	\$21,399.16 (MS) \$23,510.52 (MBA)
Total (Prerequisite Courses <u>Included</u>)	\$44,077.10	\$22,919.16 (MS) \$26,550.52 (MBA)

****The total estimated costs may be varied depends on each student's background.**

Note: The University reserves the right to change at any time, without prior notice, tuition, fees, or other charges.

Step 2: Complete the form

After you have determined the cost of your program of study, please fill out the [Certificate of Financial Support form](#).

Section 1. In this section, applicants need to fill out this section, including personal information, financial support amount under appropriate sources. If an applicant has more than one sponsor, a bank letter (proof of fund) and a Certificate of Financial Support Form must be submitted for **EACH** sponsor. It must be signed and dated by the applicant.

Section 2. The Sponsor needs to complete this section. If you are sponsoring yourself, you still need to complete this section and write "myself" under relationship to application field. It must be signed and dated by the sponsor.

Section 3. The bank official of the sponsor's bank needs to complete this section. It must be signed and dated by bank official. (If the bank official refuses to complete and sign this section, you may attach a bank letter as a proof of fund).

Step 3: Gather Supporting Financial Documents to Attach to the CFS Form

All supporting financial documents must be in English or accompanied by a notarized English translation showing available liquidable funds. Proof of property ownership is NOT sufficient evidence of fund availability.

Table. 2

MEANS OF FINANCIAL SUPPORT	SUPPORTING DOCUMENTATION
Applicant's Personal fund	Original bank letter of the applicant.
Funds from Parent/Guardian	Original bank letter of the parent/guardian.
Funds from Another source (Government Scholarship, Student Loan)	Signed original documentation in English specifying dates, amount, monetary currency, and terms of sponsorship/award or loan approval.
Funds from Company	Original bank letter of that company AND signed letter from Company, or Employer on company letterhead specifying dates, amount, monetary currency, and terms of sponsorship.
An individual sponsor who is a U.S. citizen, U.S. Permanent Resident, or non-immigrant legally present in the U.S.	Must submit a completed I-134 Affidavit of Support Form with supporting financial documents in addition to the bank letter.
Requirement	Financial Supporting documents must be original copies sent by mail or courier service. We are not able to accept electronic copies of these documents.

A recent bank letter(s) must be met the following conditions:

1. It must be **ORIGINAL** and in **ENGLISH**.
2. The name of the account holder on the bank letter **must match** the name of the sponsor stated in Certificate of Financial Support Form.
3. The information on the bank statement must be dated **no older than 6 months** of the intended date of enrollment.
4. Those students bringing dependents must show proof of having an additional \$6000 per year for the first dependent and \$2000 per year for each additional dependent.
5. The bank statement must be stamped, signed and dated by a bank official.
6. The bank statement will need to show at least the **minimum required amount** shown on the Table.1.

Please note that these supporting financial documents will also be required at the U.S. Embassy or Consulate when you apply for your visa.

Step 4: Submit the CFS Form and the Supporting Financial Documents to Your Admission Office

Submit the completed CFS Form and supporting financial documents to ADMISSION OFFICE along with your application package.

For questions on how to fill out the form(s), you can contact your admission office at 323.731.2383.



PACIFIC STATES UNIVERSITY

3424 Wilshire Blvd. 12th floor, Los Angeles, CA 90010

Tel: 323.731.2383 / Fax: 323.731.7276 / www.psuca.edu

Accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC)

Accredited by the Accrediting Council for Independent Colleges and Schools (ACICS)

Licensed to operate by the Bureau for Private Postsecondary Education (BPPE) of the State of California

CERTIFICATE OF FINANCIAL SUPPORT

U.S. Immigration Regulations require a school to certify on Form I-20A-B that non-immigration F-1 students have provided proof of financial responsibility for the duration of their student status in the U.S. Accordingly, please complete Section I of this form and have your sponsor and your sponsor's bank complete Section II and III, respectively. Please return this form with your Application for Admission.

PLEASE TYPE OR PRINT LEGIBLY.

SECTION I – INFORMATION PROVIDED BY APPLICANT

<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	Family Last Name	First Name	Middle Name
Address: Number, Street			Telephone Number ()
City	State / Country		Zip Code

MEANS OF FINANCIAL SUPPORT (Enter amount available for first year of study and dependent expenses under appropriate sources)

Student's Personal Funds \$	Funds from Parent / Guardian \$	Funds from Another Source (Specify) \$	Funds from Company* \$
--------------------------------	------------------------------------	---	---------------------------

* If a company is your sponsor, please provide a sponsorship letter on the company letter head.

I, the undersigned, certify that the information given above is true, accurate and that the funds are available and will be provided as specified in this form. Also, understand that if I cannot meet my financial obligations to the University, or if it becomes evident that I have given false information in this Certificate of Financial Support, I may be withdrawn from school. I have read the Supplemental Financial Information flyer.

Applicant's Signature

Date

SECTION II – ATTESTATION BY GUARANTOR OF FUNDS

Name of Sponsor: Last Name	First Name	Middle Name	Relationship to Applicant (myself, family, company)
Address: Number, Street			Telephone Number ()
City	State / Country		Zip Code
Social Security Number:	Driver's License Number and State:		

I, the undersigned, certify that the information given above is true and accurate and that the funds are available and will be provided as specified.

Sponsor's Signature

Date

SECTION III – CERTIFICATION BY BANK OFFICIAL

Name of Bank Official: Last Name	First Name	Middle Name
Name of Bank		
Address: Number, Street		Telephone Number ()
City	State / Country	Zip Code

I, the undersigned, certify that the person guaranteeing funds has been a client at this bank/financial institution since _____ and, to the best of my knowledge, has adequate resources to provide funds as specified in this form.

Bank Official's Signature

Date

BANK STAMP