

# INTERNATIONAL ADMISSIONS AFFIDAVIT OF FINANCIAL SUPPORT INSTRUCTIONS

## GENERAL INFORMATION

**Purpose of the Affidavit:** Colleges and universities in the United States are required by the U.S. Immigration and Naturalization Service (INS) to have documentary proof of adequate financial support before a Certificate of Eligibility (I-20) is issued. The I-20 is used to obtain a visa for entrance into this country or for a transfer from another U.S. college or university. Proof must be shown that funds are available to cover your expenses while in the U.S. for the first academic year.

**WARNING:** Providing false information may jeopardize a student's visa status. Furthermore, the institution may revoke its initial decision to enroll the student.

**Privately sponsored students:** Proper completion and submission of the attached Affidavit are required (see instructions for the affidavit below). An Affidavit of Support Form (I-134) must be submitted instead of this Affidavit if the sponsor is a permanent or U.S. citizen. If more than one person will be providing funds, each sponsor will need to complete a separate Affidavit. Remember to attach the letters from the bank and the sponsor's employer to the Affidavit.

### Important notes and requirements regarding official financial documentation:

- Official and original documents must be provided
- All documents must be in English and figures in equivalent U.S. dollars (or the current exchange rate must be supplied by the bank). If not possible, translations of the documents will be accepted if signed and sealed by an appropriate government or bank official.
- All supporting documentation must be dated within one year of initial enrollment at Oakwood University.
- Photocopies and faxed documents will not be accepted.
- If you are a transfer student, attach a copy of the I-20 from the last U.S. institution attended.

## INSTRUCTIONS FOR COMPLETING THE AFFIDAVIT OF FINANCIAL SUPPORT

***The student must receive an acceptance and registration clearance letter before an I-20 is submitted.***

***Also, a \$1,000 surety deposit is required.***

1. The Affidavit must be fully and properly complete. Please type or clearly print in black or blue ink.
2. The "Declaration of Sponsor" section must be signed by the sponsor; no one else may sign this section.
3. The Affidavit is to be affirmed in person by the sponsor before a notary of the public, attorney, U.S. consulate officer or any other official authorized to administer oaths. This section must be confirmed by the official in the section of the affidavit entitled "Certification..."
4. Supporting evidence of financial resources must be attached to the Affidavit. An original letter on official stationery is required from a bank or other financial institution. The letter must show the sponsor's savings deposit, certificates of deposit, money market certificates or other types of accounts containing readily available funds. Information provided by the bank should state (1) date account(s) opened, (2) total deposited for the past year, and (3) amount of funds in the account(s). The letter from the sponsor's employer must state (1) date and nature of employment, (2) salary paid, and (3) whether position is permanent or temporary.
5. Items not acceptable as evidence of available funds are income tax statements or returns, proof of property ownership, and statements from retirement plans.

**NOTE:** If you wish to be accompanied by your family during your studies, you must provide evidence of additional funding before we can authorize any family member to accompany you. If your spouse and/or children intend to accompany you, you must show financial evidence of an additional \$4,000 for each dependent. On a separate sheet of paper include the name(s), date(s) of birth, country of birth, and relationship(s) of those who will accompany you.

**Please return the Affidavit and supporting documents to: Oakwood University  
Attn: Office of Admissions & Recruitment  
7000 Adventist Blvd., NW  
Huntsville, AL 35896**