

FORDHAM UNIVERSITY

THE JESUIT UNIVERSITY OF NEW YORK

APPLICATION FOR CERTIFICATE OF ELIGIBILITY (AFCOE) 2024 – 2025

Institute of American Language and Culture

INSTRUCTIONS: Submit this Application for Certificate of Eligibility (AFCOE) to the Institute of American Language and Culture if you need Fordham sponsorship for an F-1 student visa status. After receiving this AFCOE form and **all required supporting documents** (see Checklist, below) the Office of International Services (OIS) will review your application. If approved, the OIS issue an I-20 visa certificate for F-1 status. **Please keep in mind that F-1 status requires you to pursue--and have sufficient financial resources for--a full-time program of study.**

ALL APPLICANTS: You must submit ALL of the following documents before your application can be reviewed or your I-20 / DS-2019 can be issued:

1. Copy of Passport Identification
2. Completed Application for Certificate of Eligibility (AFCOE)
3. Supporting Financial Documentation

F-1 SEVIS TRANSFER PROCESS Complete this section if you are coming from another school in the US and wish to transfer F-1 sponsorship to Fordham.

1. Were you maintaining F-1 status during the previous term? **YES** **NO**
2. Are you currently in the United States? **YES** **NO**
3. If yes, do you intend to leave the US before beginning your studies at Fordham? **YES** **NO**
If yes, when? _____

If you wish to transfer your status to Fordham, you must also submit:

- F-1 Transfer Form (www.fordham.edu/ois then go to Admitted Students, Transfer Procedures to download a copy)
- Copies of previous immigration documents (current I-20/DS-2019, I-94 document, EAD OPT card)

CHANGE OF STATUS APPLICANTS:

- **If you are already in the United States:** please indicate your current non-immigration status (F-1, J-1, G-4, H-1, etc.): _____.
- Do you wish to retain your current status? **YES** **NO**
- If you are currently in the United States, but you do **NOT** wish to retain your current status, do you wish to leave the US before you begin studies at Fordham? **YES** **NO**

If yes, When? _____

SECTION I: PERSONAL AND DEPENDENT INFORMATION

Name (as on your passport): _____
Last/Family Name *First/Given Name* *Middle Name(s)*

Email: _____ Tel: _____

Permanent Address
 (in home country, if different than above) _____
House / Building Number *Street* *Apt. / Suite Number*

City *State / Province* *Country* *Postal Code*

City and Country of Birth	Country of Permanent Legal Residence	Country of Citizenship	Date of Birth (MM/DD/YYYY)	Gender

DEPENDENTS: Please list below any dependents (i.e., children, spouse, etc.) who will accompany you to the U.S. in F-2 or J-2 status. Attach a separate sheet if necessary.

Passport Name	Relationship	Citizenship	Place of Birth (City & Country)	Country of Legal Residence	Date of Birth (MM/DD/YYYY)

SECTION II: DOCUMENT DELIVERY

Once you are accepted by the IALC and entered as a student within the University database, and the OIS has received your completed AFCOE, financial documents, and all additional materials listed above, the Form I-20 can be issued.

Your Form I-20 will be emailed to your @fordham.edu email address (not your personal email address).

SECTION III: DECLARATION OF FINANCES: The 2024-2025 **estimated** cost of study for a single student at Fordham (including educational and living expenses but NOT including travel to and from your home country). Tuition and fees are subject to change.

Semester	Tuition*	Textbooks	Living Expenses	OIS FEE	Health Insurance Estimate	Total
Fall	\$5,340	\$250	\$11,000	\$65	\$1,600	\$18,255
Spring	\$5,340	\$250	\$11,000	\$65	\$2,800	\$19,455
Academic Year	\$10,680	\$500	\$22,000	\$130	\$4,400	\$37,710
<i>Summer</i>	<i>\$2,670</i>	<i>\$100</i>	<i>\$5,000</i>	<i>\$65</i>	<i>\$1,200</i>	<i>\$9,035</i>

Attach Financial Documentation. Fordham is required to verify that you have adequate financial resources to meet the tuition, fees, and living expenses of your full-time program, and the living expenses of your dependents (see Section V.D) in the amounts indicated above. List your funding sources and amounts below, and provide clear copies of the required supporting documents. We prefer scanned/mailed documents.

Sources of Support	Required Documents	Guaranteed Support in US Dollars
1. Personal funding	Bank statements, or a bank letter showing sufficient funds	US\$ _____
2. Parent, sponsor, or employer	Signed affidavit (see below) and bank statements or other documents verifying the amounts available*	US\$ _____
3. Scholarships and Assistantships (including Fordham awards)	Copy of award letter from Fordham and/or other sponsoring agencies, including home government / university awards	US\$ _____
4. Other sources: _____	Affidavit from authorized person and bank statements if necessary	US\$ _____
* Bank statements should be current		TOTAL: US\$ _____

NOTE: Multiple year programs. If your program will require more than one year of study and you are unable to document funding for your entire program, you must indicate where the funds will be coming from and that you will be able to meet future expenses beyond the first year of study.

AFFIDAVIT OF SUPPORT: To be completed by parent or sponsor of applicant. *See #2 Sources of Support.*

I hereby certify that I am willing and able to provide the minimum amount of US\$ _____ **per year** for the educational expenses of _____ [name of student] at Fordham University. I confirm that I am the _____ [type of relation, e.g. parent, uncle] of the above-named student, and I promise to provide the amount stated above to Fordham per year. Bank statements or other proof of my financial resources accompany this affidavit of support.

Signature: _____ **Name (printed):** _____ **Date:** _____

SECTION IV: Sign, scan, and send your complete AFCOE and supporting documentation directly to esl@fordham.edu.

SECTION V: MINIMUM EXPENSE

Please note that the following amounts reflect the cost of tuition, fees, and health insurance for the 2024-2025 academic year. Anticipate that all costs related to study at Fordham University will increase approximately 5% every subsequent year. This increase may not be reflected on the I-20 or DS-2019 you receive and therefore may not match precisely the amounts listed above.

- A. **ESTIMATE TUITION AND FEES.** The total estimated expense plus any additional dependent expenses is what you must document for issuance of the I-20 or DS-2019. Full payment of tuition and fees are due upon registration for each term, which takes place in August/September for the fall term, and December/January for the spring term.
- B. **LIVING EXPENSES.** The cost of living in New York City is high. **You are required to demonstrate a minimum of \$3,000 per month for living expenses.** All figures are minimum average estimates for living costs for 9 months unless otherwise indicated. This generic living expense includes rent, food, books, supplies, services fees, transportation, minor medical expenses, entertainment, and clothing. The OIS strongly recommends you have at least an additional 25% reserve of your total expenses available. The value of room and board is \$2,500/month. **Written verification and supporting documentation must be submitted by the sponsor if room and board will be provided.**
- C. **MANDATORY HEALTH INSURANCE.** Because health care in the US is very important and expensive, Fordham requires all F-1 and J-1 students to purchase health insurance. The annual premium charge is updated every year. For reference, the AETNA student health insurance plan provided by Fordham for the 2023-2024 academic year was **\$4,044**.
 - a. Coverage for the Fall 2023 semester was from August 23, 2023 to Dec 31, 2023; the premium was \$1,537.
 - b. Coverage for the Spring 2023 semester was from January 1, 2023 to August 22, 2023; the premium was \$2,507.
 - c. If you wish to purchase insurance covering the period between your arrival and the date your mandatory plan begins, please contact: studentinsurance@fordham.edu
- D. **DEPENDENTS.** If you plan to bring your dependent spouse and/or dependent children, additional funds must be certified in the amount of \$10,000 per year for one spouse and \$7,000 per year for one dependent. This does NOT include health insurance, which could cost up to \$3,000 for dependents.

SECTION VI: AFCOE FACTS AND IMPORTANT INFORMATION

United States law requires that all F-1 be admitted to a full-time academic program, meet English language proficiency requirements, and document sufficient funds to cover educational and personal living expenses. Whether you are coming to Fordham University from outside the United States and therefore will apply for a student visa at a US Consulate or you are already in the US and plan to maintain or obtain F-1 status at Fordham, you must have a Fordham-issued form I-20. To obtain this form, submit this Application for Certificate of Eligibility (AFCOE) for F-1 status to the Institute of American Language and Culture as part of your application package. Before completing this form, it is important to read and understand the following:

1. **AFCOE BASICS.** Answer all questions completely on the AFCOE, and print CLEARLY. Submit your completed AFCOE, supporting financial documentation, and identity page of your passport. **Enter your name EXACTLY AS IT APPEARS IN YOUR PASSPORT.** Clearly indicate where you would like your document mailed. Make sure you send your AFCOE & supporting docs to the correct address.
2. **TRANSFERS.** F-1 students already in the United States must submit a Transfer Form to the foreign student advisor at the school from which you are leaving. You may download it from our web site at www.fordham.edu/ois
3. **ORIGINAL DOCS.** The OIS does NOT need originals. However, OIS reserves the right to request original documents. Make a photocopy of your AFCOE and all attached documents for your records before you submit it to the OIS.
4. **VISA & ORIGINAL DOCS.** To obtain an F-1, you must have an original I-20 and financial documentation. Consulates or Embassies do not accept copies. The original I-20 or is also needed for entry into the United States. You do not have to notarize your documents for submission to OIS, but the consulates may require this. You should check with the Post at which you will apply for your visa.
5. **TOURIST VISA. Do not enter the US as a tourist if you intend to be a student.** That is, do not enter using the B-1/B-2 visa or the visa waiver program (WT). If you are about to leave for the US and your I-20 has not arrived to you, apply at the nearest US Consulate or Embassy for a “B-2 Prospective Student” visa. It is essential that the consular officer add the “Prospective Student” notation to the visa stamp; without it you will not be able to change your status to student after you arrive.
6. **EMPLOYMENT.** Be aware that when you are in the US as an F-1 student you must pursue a full-time course of study and it is extremely difficult to be eligible for off-campus work permission during the first academic year. Employment is severely restricted for F-1 students. Because of the numerous requirements students must meet to obtain employment authorization, employment cannot be a means of financial support for a degree program. Working without permission whether on or off campus can permanently jeopardize your legal stay in the U.S.
7. **GRADUATE ASSISTANTSHIP.** If you have a graduate assistantship, you must be in F-1 or J-1 student status to accept this if your GA is considered as employment. Certain other nonimmigrant classifications, including F-2 and H-4, do not allow any employment.
8. **CANADIAN CITIZENS.** Canadian citizens do not need a visa to enter the United States but must present an I-20 or DS-2019 and financial documents to the US DHS’ inspector at the border or port of entry. Without an I-20 or DS-2019 and financial documentation, Canadians cannot enter the United States in F-1 or J-1 status.

All **immigration** related questions can be addressed to the **Office for International Services** at oisnewstudent@fordham.edu.

All **academic and admissions** related questions can be addressed to the **Institute of American Language and Culture** at esl@fordham.edu.