Information Needed for the I-20 Application

International students who wish to pursue higher education in the United States must supply the information listed below prior to applying for an F-1 visa. When these documents and information have been received, found to be in order, and processed by HGST, an I-20 form will be sent to the student (and dependents, if applicable). Students will then need to pay an I-901 fee before applying for an F-1 visa at an American embassy near their place of residence.

**Required documentation to be sent to HGST:**

1. Completed admission file (including official transcripts and/or evaluated transcripts of all college and university work).
2. Color photocopies of passport photo page mailed to HGST. Faxes are not acceptable.
3. Complete the “HGST I-20 Application Form” being sure to list of any/all dependents of the student, including cities-of-birth and birth dates (mm/dd/yyyy) for each.
4. I-20 application fee of $135 (plus $10 per dependent) which is NON-REFUNDABLE.
5. Proof of financial responsibility to cover the total amount of yearly expenses as shown in 5A below. Proof can be in the form of an original personal bank statement (not photo copied) OR officially documented bank statements from your bank(s) showing balance amounts in U.S. dollars.

### A. Estimate of Expenses for the First Year (first 12 months)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>(1) Tuition/Fees (7 hrs x 2 semesters)</td>
<td>$6,970 USD</td>
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<tr>
<td>(2) Living expenses</td>
<td>$8,481 USD</td>
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<tr>
<td>(3) Expenses of dependents</td>
<td>$5,000 USD</td>
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<tr>
<td>(4) Other expenses (e.g., books, transportation)</td>
<td>$5,512 USD</td>
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</tbody>
</table>

**Total:** $25,963 USD

### B. Means of personal support:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>(1) Personal Funds of Student</td>
<td>_______ USD</td>
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<tr>
<td>(2) Family Funds from Abroad</td>
<td>_______ USD</td>
</tr>
<tr>
<td>(3) Funds from another Source</td>
<td>_______ USD</td>
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**Total:** _______ USD

The total of B must be equal to or exceed the total of A for the program to which the student is applying. If funds other than those of the student are being used, an Affidavit of Support along with proof of the sponsor’s financial resources must be filed. All necessary fees and documents must be approved by HGST before the I-20 document will be printed and issued.
I-20 Application

**I-20 Application Fee**: $135.00 for student plus $10.00 for each additional family member

Paid by: O cash O check O credit card TOTAL: $____________________

**Student Information:**

Family Name_______________________ First Name_______________________ Middle________

Foreign Address, including:

Address: ____________________________________________________________

City: __________________________ State/Province: ________________________________

Postal Code: __________________________ Country: ________________________________

Email Address __________________________________________________________

Phone ______________

Birth Date (mm/dd/yyyy) __________________________ Country of Birth: ____________

Country of Citizenship: ________________________________

Do you hold a current US visa (if so what designation?)_____________________________

**Additional Family Members:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Birth Date (mm/dd/yyyy)</th>
<th>Country of Birth</th>
<th>Relationship to Student</th>
</tr>
</thead>
<tbody>
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I understand that I must pay this non-refundable fee for the process of attaining an I-20 document from HGST and that my I-20 will not be issued until all of the information required by US Immigration has been received by the DSO. I also understand that refunds will not be issued if I am not accepted at HGST or if I am unable to obtain the F-1 Visa.

Student Signature __________________________ Date __________________________

5/10/14 LJL
Requirements for Reporting and Maintaining F-1 Status

Students who have entered the country on an F-1 visa must maintain their visa status by following the rules outlined below. Failure to comply with any of these rules may terminate a student’s F-1 status. Students whose SEVIS records have been terminated are no longer eligible to study in the United States and must leave the country. At HGST, the Designated School Official (DSO) is Linda Long. All required documents and notifications should be sent to her attention.

Students need to:

- Provide copies of passport, visa, and I-94 form to the DSO
- Contact their DSO immediately upon entering the country to confirm entry date
- Provide a current US address to the DSO
- **Enroll in a full course of study prior to the beginning of every session**
- Consult with their DSO before dropping below a full course of study for any reason
- Report address changes to their DSO within 10 days of the change
- Report any change in sources of financial support to their DSO
- Seek the approval of the DSO/USCIS before engaging in employment or practical training
- Report any changes in program of study to their DSO
- Report any change in academic status to their DSO
- Notify their DSO prior to traveling outside the United States
- Notify their DSO upon applying for change of nonimmigrant status
- Notify their DSO upon approval of an adjustment of status to an immigrant
- Consult with their DSO to extend their program
- Notify their DSO if they intend to transfer
- Notify their DSO about changes in dependent status
- Remain in the United States during their course of study, leaving only during regular school breaks

I, the undersigned student, acknowledge and accept the above requirements for maintaining my F-1 status.

<table>
<thead>
<tr>
<th>Printed Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

Please return a signed copy of this form and keep a copy for your records. If you have any questions about the above obligations, please contact:

Linda Long, DSO  
llong@hgst.edu  
Phone: 713-942-9505  
Fax: 713-942-9506

5/10/14 LIL