

# Carnegie Mellon University

## Office of International Education

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The information requested on the International Student Information (ISI) form is required from you to issue you a Certificate of Eligibility (I-20 or DS-2019) for Carnegie Mellon University. International Students must have a Certificate of Eligibility in order to legally enter and/or remain in the United States. Complete these forms accurately and return them to:

- Email [oiie@andrew.cmu.edu](mailto:oiie@andrew.cmu.edu) with all documents attached.
- The email subject line should be "Dalcroze Document Request"
- Use the carbon copy ("cc") line to include: [wy09@andrew.cmu.edu](mailto:wy09@andrew.cmu.edu)
- OIE will email back to confirm receipt of your documents and again when your document is ready. The document will be emailed to you for your visa application.

### **Checklist**

Before submitting these forms you should review all details carefully. Incomplete forms will not be processed. Be sure to include all of the following as one complete package. Keep a copy of these completed forms for your records.

Completed International Student Information Form

Completed Affidavit of Support

Copies of financial documentation – see [this page](#) for thorough details of what is accepted

Copy of the picture page of the passport [for student and dependent(s)]

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## International Student Information Form Summer 2023

Carnegie Mellon University – Dalcroze

**Personal Information** You must include a copy of the picture page of your passport to verify your birth date and the correct spelling of your name.

Name: \_\_\_\_\_  
Family Name Given/First Name and Middle Name(s)

Date of Birth: / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Gender: (Choose One) Email: \_\_\_\_\_  
Month Day Year

City of Birth: \_\_\_\_\_ Country of Birth \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Legal Permanent Residence: \_\_\_\_\_

**Foreign Home Address** As a non-immigrant you must provide your permanent, home country address.

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State/Province Country Postal Code

### Students who are in the U.S. Prior to Attending the Dalcroze Workshop at Carnegie Mellon University

Answer the following questions ONLY if you are currently in the U.S. on a student or work visa. Those who will attend an ESL or other short-term academic program in the U.S. immediately before attending Carnegie Mellon should also answer these questions.

What is your Immigration Status? (Choose One) For Other, Enter Immigration Status: \_\_\_\_\_

\*If you currently hold F-1 or J-1 status, what is the name of your current U.S. School? \_\_\_\_\_

To evaluate whether you need to transfer your SEVIS record please contact [oi@andrew.cmu.edu](mailto:oi@andrew.cmu.edu) for instructions.

Students are required to attend a immigration check-in session upon arrival to campus. Details will be provided.

### Funding and Program Information

Before OIE can issue your I-20 or DS-2019, we must receive proof of financial support for the academic program. The minimum amount of funding documentation you will provide must equal or exceed the expenses noted below. Complete the following 'Source of Funds' section and provide required supporting financial documents. Supporting financial documents MUST be: 1) In English, 2) copy of original documentation, 3) dated less than 6 months from the date of submission, and 4) clearly state the name of the account holder and the amount of funding available in U.S. dollar equivalent. Tuition is prepaid; please show a screenshot or receipt from the tuition payment plus enough financial support to fund the living expenses.

Indicate attendance at the 1,2, or 3 week workshop*	1-week	2-week	3-week
Tuition	\$ 1000	\$ 1450	\$ 2500
*if tuition has been prepaid, include receipt with documents			
Estimated Living Expenses	\$ 645	\$ 1290	\$ 1935
<b>TOTAL</b>	<b>\$1645</b>	<b>\$ 2740</b>	<b>\$ 4435</b>

\*Select the session you will attend:

1-week (7/24-7/28)
  2-week (7/24-8/5)
  2-week (7/31-8/11)
  3-week (7/24-8/11)

Complete the following 'Source of Funds' section and provide the required supporting financial documents. If you have questions about acceptable financial support, please see our website: <https://www.cmu.edu/oie/pre-arrival-and-settling-in/students/instructions/financial-support.html>

Source of Funds:

Personal Funds – original bank statement(s) or funds in your name, including educational loans	
Family or Individual Sponsors – original bank statement(s) or bank letters plus the completed <b>Affidavit of Support</b> for each sponsor.	
Employer or Private Organization – original letter from the sponsoring organization or employer describing the exact amount provided and the period of funding.	
Government Funding – an original letter from the sponsoring governmental organization describing the exact amount provided and the period of funding.	
Carnegie Mellon Support – a photocopy of your Carnegie Mellon admission or award level that lists the provided support.	
<b>TOTAL</b> (must meet or exceed the minimum expenses calculated above)	

Life insurance policies, tax statements, payroll statements, retirement/pension accounts, Chartered Accountant statements, real estate (rental or intended sale of), and personal property are not acceptable as sources of funding.

By signing my name to this form I certify that 1) I have read the instructions, completed all information accurately and the above information is true and correct to the best of my ability, and 2) the above is a true and correct statement of the arrangement for financing my studies at Carnegie Mellon University.

Print and sign.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Affidavit of Support for Financial Sponsor Dalcroze Summer 2023

This affidavit is required only when the student is funded by a family member or personal sponsor. **Section A** should be completed by student. **Section B** and **Section C** are to be completed by the sponsor and submitted with original financial documents. This form may be photocopied for additional sponsors. Return this completed form(s) and supporting documents as noted in the INSTRUCTIONS of the International Exchange Student Information Form.

### Section A: Student Information

Name: \_\_\_\_\_  
Family/Last Name First Name and Middle Name(s)

Date of Birth: \_\_\_\_\_  
mm/dd/yyyy

### Section B: Sponsor Information

Name: \_\_\_\_\_  
Family / Last Name First Name and Middle Name(s)

Sponsor Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Tuition is prepaid. The student must show the minimum funding documentation for living and incidental expenses.

Indicate attendance at the 1,2, or 3 week workshop	<input type="checkbox"/> 1 week	<input type="checkbox"/> 2 week	<input type="checkbox"/> 3 week
Tuition	\$1000	\$1450	\$2500
if tuition has been prepaid, include receipt with documents			
Estimated Living Expenses	\$ 645	\$1290	\$1935
TOTAL*	\$1645	\$2740	\$4435

### Section C: Certification of Support

Copies of *original* financial documents, such as official bank letters or statements, showing available funds for at least the minimum expenses shown above are required. Supporting financial documents must be: 1) in English, 2) original documentation, 3) dated less than 6 months from submission, and 4) clearly state the name of the account holder and the amount of funding available in U.S. dollar equivalent. Foreign currency will be converted upon review, if necessary.

I confirm I will provide financial support to the above-named student in the amount of \$ \_\_\_\_\_ during this student's program of study at Carnegie Mellon University Pittsburgh campus.

Print and sign.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_