

FULL-TIME ESL AND TEST PREPARATION PROGRAMS TRANSFER STUDENT APPLICATION

DEAR STUDENT,

PLEASE COMPLETE ALL THE FORMS AND COLLECT ALL THE REQUIRED DOCUMENTS, THEN MAIL THE APPLICATION PACKET (PAPER ORIGINALS) TO THE CONTINUING STUDIES' ADDRESS:

Continuing and Professional Studies
Baruch College, City University of New York
One Bernard Baruch Way Box B1-116
New York, NY 10010-5585

Did you work with an agent/consultant? If yes,

Agency name: _____

Agent email: _____

WE ARE LOOKING FORWARD TO HEARING FROM YOU!

Family Name: _____

First Name: _____

Middle Name: _____



Date of Birth: _____ month _____ day _____ year

Gender: Male Female

Country of Birth: _____

Country of Citizenship: _____

Overseas Address: _____

Street

City

Country, Postal Code

U.S. Address: _____

Street/Apartment

City, State, Zip Code

Phone: _____ Email Address: _____

When would you like to begin your studies? *Please check one (If you are applying to a Test Preparation program, please circle the program name below):*

Academic Intensive English Program
<input type="checkbox"/> Fall
<input type="checkbox"/> Winter
<input type="checkbox"/> Spring
<input type="checkbox"/> Summer

TOEFL/GMAT/GRE Preparation Program	
<input type="checkbox"/> Fall I	<input type="checkbox"/> Fall II
<input type="checkbox"/> Winter I	<input type="checkbox"/> Winter II
<input type="checkbox"/> Spring I	<input type="checkbox"/> Spring II
<input type="checkbox"/> Summer I	<input type="checkbox"/> Summer II

I-20 Number of Semesters *Please check one:*

- 1 semester 2 semesters 3 semesters 4 semesters

Shipping *Please check one:*

- Will pick up from ISSC office on Baruch College campus
 Mail overseas
 Mail within U.S.

Type of Financial Support *Please check one:*

- Student's own original bank statement* on letterhead in English and in U.S. dollars or local currency.
 Overseas family letter of support and original bank statement* on letterhead in English and in U.S. dollars or local currency.
 U.S. sponsor's affidavit of support and original bank statement* on letterhead.

** An official document including account number and present balance.*

Payment Enclosed *Please check one:*

- \$400 Tuition Deposit (**The \$400 is non-refundable if student withdraws application**)
 Fall Term
 Winter Term
 Spring Term
 Summer Term

Payment Method *Please check one:*

- Certified Bank Check
 Money Order
 Credit Card *Please check:* American Express MasterCard Visa Discover

Credit Card Number _____

Expiration Date _____
month/year

Cardholder's Name _____

Cardholder's Billing Address: _____

CVV (Security Code): _____ **Cardholder's Signature:** _____

I certify that the information provided in this application is accurate and complete.

Signature

Date

YOU MUST ALSO SUBMIT A COPY OF YOUR PASSPORT WITH YOUR APPLICATION

CONFIDENTIAL DECLARATION AND CERTIFICATE OF FINANCE

This declaration is for international students who plan to study at Baruch. Before you answer the declaration on this form, look at the chart below that tells you how many U.S. dollars you will need for tuition and other expenses for each academic year. A Certificate of Eligibility (SEVIS I-20) will not be issued until the student and his/her sponsor(s) have signed, notarized and returned this form to the International Student Service Center. The certification is for the entire period of study at Baruch College's Continuing & Professional Studies (CAPS).

ESTIMATE OF EXPENSES FOR AN INDIVIDUAL STUDENT AT CAPS PROGRAM FOR THE ACADEMIC YEAR 2014 -2015

PROGRAM		1 SEMESTER	2 SEMESTERS	3 SEMESTERS	4 SEMESTERS
AIEP (full-time ESL)	TUITION	\$ 2,900.00	\$ 5,800.00	\$ 8,700.00	\$ 11,600.00
	LIVING EXPENSES	\$ 3,000.00	\$ 6,000.00	\$ 9,000.00	\$ 12,000.00
	BOOKS & SUPPLIES	\$ 80.00	\$ 160.00	\$ 240.00	\$ 320.00
	TOTAL	\$ 5,980.00	\$ 11,960.00	\$ 17,940.00	\$ 23,920.00
TEST PREPARATION (Intensive TOEFL/GMAT/GRE)	TUITION	\$ 3,600.00	\$ 7,200.00	\$ 10,800.00	\$ 14,400.00
	LIVING EXPENSES	\$ 3,000.00	\$ 6,000.00	\$ 9,000.00	\$ 12,000.00
	BOOKS & SUPPLIES	\$ 25.00	\$ 50.00	\$ 75.00	\$ 200.00
	TOTAL	\$ 6,625.00	\$ 13,250.00	\$ 19,875.00	\$ 26,600.00

THE CURRENT FIGURES ARE SUBJECT TO CHANGE

MARRIED—Add \$7,500 per year for accompanying husband/wife

CHILDREN—Add \$5,000 per year per accompanying child

IF HUSBAND/WIFE OR CHILDREN RESIDE WITH YOU IN THE U.S., PLEASE COMPLETE THE FOLLOWING:

Dependent husband/wife and children of the F-1 student who are seeking entry/reentry to the U.S.:

NAME: FAMILY,	FIRST	RELATIONSHIP TO STUDENT	DATE OF BIRTH	COUNTRY OF BIRTH	COUNTRY OF CITIZENSHIP

SOURCES OF FUNDS

A. PERSONAL SAVINGS	
<input type="checkbox"/> Student's original bank statement in U.S. dollar equivalent, showing the latest balance.	\$
B. SPONSOR SAVINGS	
1. Your sponsor's original bank statement in U.S. dollar equivalent, showing the latest balance 2. A notarized sponsor's letter, which: <input type="checkbox"/> Gives you permission to use said funds for your educational purposes <input type="checkbox"/> States how much of those funds will be used to cover your educational expenses per year 3. Proof that these funds will be available for the entire length of your study Include any 1 of the following: <input type="checkbox"/> Verification of employment on letterhead stationary (If self-employed, income estimated by a bank or private accountant) <input type="checkbox"/> Most recent income tax documentation (For U.S. citizens, this would be the W-2 form) <input type="checkbox"/> Property estimate issued by a certified accountant <input type="checkbox"/> Certificate of stocks or bonds	\$
C. YOUR GOVERNMENT (ONLY IF YOU HAVE FUNDS FROM YOUR GOVERNMENT)	
1. How much will your government pay for your expenses while you are at Baruch? 2. What is the name of the government agency that will pay your expenses? <div style="text-align: center; border-top: 1px solid black; width: 40%; margin: 0 auto;"> Name of Government Agency </div> 3. Enclose with this form, a signed copy of your letter of award from the appropriate government agency to certify its accuracy	\$
D. Other Sources of Income (i.e., loans, personal income, or travel grants)	
Please be specific: _____ _____ _____ <i>If your sponsor is a company, please submit most recent profit/loss statement</i>	\$
E. LIVING EXPENSES/ROOM & BOARD	
Will you receive living expenses and/or room & board from a friend or relative? If yes, please include: 1. A notarized room & board letter 2. A copy of the deed or lease or rent receipt of property	\$

TOTAL (A+B+C+D+E)

\$

I/We hereby certify that the above information is accurate and that I/We am/are aware of the full cost of education at Baruch College as outlined on the first page of this form and that the funds are available and will be provided for the entire course of study.

STUDENT'S NAME (PLEASE PRINT)

STUDENT'S SIGNATURE

SPONSOR'S NAME (PLEASE PRINT)

SPONSOR'S SIGNATURE

ADDRESS

DATE

RELATIONSHIP TO STUDENT

NOTES REGARDING FURTHER DOCUMENTATION—Official and original documents must be provided

- **All documents must be in English and in equivalent U.S. dollars. If not possible, translations of documents will be accepted if signed and sealed by an appropriate government or bank official.**
- **All supporting documentation must not be older than 3 months.**

Affidavit of Support Form

I _____, hereby certify that the financial
(Sponsor's Name)

information that I have presented is current and accurate. I am aware of the full tuition for this program as outlined and give

_____ the authority to use these funds while
(Student's Name)

studying in the United States. I am also taking financial responsibility for supplying all necessary academic fees, book fees, and living expenses for this student.

(Sponsor's Signature)



School Code: NYC 214 F 00812001 and can be located by entering *The City University of New York* in SEVIS

TRANSFER ENROLLMENT STATUS FORM

ONLY submit if you are in F-1 or J-1 status. NOTE: If you have never studied in a US institution before, please do not submit this form.

TO BE COMPLETED BY STUDENT:

LAST NAME: _____ FIRST NAME: _____

DATE OF BIRTH: _____ SOCIAL SECURITY NO: _____

E-mail Address: _____

SEMESTER OF REQUESTED ADMISSION: Fall _____ Spring _____

Student's Signature: _____ Date: _____

TO BE COMPLETED BY INTERNATIONAL STUDENT ADVISOR AT THE PREVIOUS INSTITUTION:

The above-named student intends to transfer to Baruch College for the term stated above. Please complete this form and return to the address above.

Yes No

_____ The above-named student is authorized by the Department of Homeland Security to attend your school.

_____ The student has been entered into SEVIS by your school.

Indicate SEVIS ID number: N _____ SEVIS Release Date: _____

_____ The student has been enrolled for a full-time academic load for the term for which he/she was most recently registered, which is _____, 2_____.
(Fall / Spring / Summer) (Yr.)

_____ The student was enrolled part-time for the term for which he/she was most recently registered, which is _____, 2_____.
(Fall / Spring / Summer) (Yr)

Please explain the reason for part-time status: _____

Name of Institution

Telephone #

Address

Fax #

(Please Print Clearly) Advisors Full Name & Title

Signature of the International Advisor

Date

PLEASE PROVIDE PHOTOCOPY/IES OF ALL STUDENT'S SEVIS I-20s/DS 2019s IF IN F-1/J-1 STATUS

Baruch College
International Student Service Center

Return Form to: 151 East 25th Street, New York, NY 10010
Phone: (646) 312-2050 Fax: (646) 312-2051

TRANSFER ENROLLMENT STATUS FORM

Traveling outside the U.S. before beginning your program:

If you are traveling outside the United States before attending Baruch College, you must do the following to ensure your current F-1 or J-1 status is not violated:

- Present your Baruch College SEVIS I-20 or DS 2019 to the Immigration officer when you re-enter the United States. Be sure the officer stamps your SEVIS I-20/DS 2019.
- Bring your Baruch College SEVIS I-20 or DS 2019, passport, and I-94 card to the International Student Service Center.

NOTE: If your VISA expires during your travel abroad, be sure to apply for a new VISA at the U.S. consulate abroad. When applying for a new VISA, you must present your Baruch College SEVIS I-20/DS 2019, Financial Documents, and your Baruch College Acceptance letter to the consulate officer. You are NOT required to apply for a new VISA, if your current VISA has not expired, (even if there is another school's notation on it).

If you have any questions about whether or not you need a new VISA, contact ISSC prior to traveling outside the United States.

Not traveling outside the U.S. before attending Baruch College:

If you are not traveling outside the United States, before classes start, you must complete the transfer process within the United States. You must do the following to ensure that you do not violate your F1 / J1 student status:

- Provide the ISSC with the following documents:
 - A. Verification of full-time status at your previous school (Transfer Enrollment Status Form)
 - B. Proof of full time registration (12 credits) at Baruch College
 - C. Your current SEVIS I-20/DS 2019
 - D. Copy of your passport's front page, visa page and both sides of the I-94 card
 - E. Copies of all I-20s/DS 2019s that were issued to you from your previous school/s

APPLICATION CHECK LIST

PLEASE MAKE SURE THAT YOUR APPLICATION PACKET INCLUDES EVERYTHING ON THIS LIST:

COMPLETED APPLICATION FORM WITH A PHOTO ATTACHED

A COPY OF YOUR PASSPORT

COPIES OF ALL PREVIOUS I-20s

\$400.00 DEPOSIT PAYMENT *(The \$400 is non-refundable if student withdraws application)*

COMPLETED "CONFIDENTIAL DECLARATION AND CERTIFICATE OF FINANCE"

FINANCIAL SUPPORT DOCUMENTS (PAPER ORIGINALS)

FINANCIAL SUPPORT DOCUMENTS TRANSLATED INTO ENGLISH

AFFIDAVIT OF SUPPORT (IF USING)

TRANSFER ENROLLMENT STATUS FORM

MAIL THE APPLICATION PACKET TO THIS ADDRESS:

**CONTINUING AND PROFESSIONAL STUDIES
BARUCH COLLEGE, CITY UNIVERSITY OF NEW YORK
ONE BERNARD BARUCH WAY BOX B1-116
NEW YORK, NY 10010-5585**