

**FULL-TIME ESL AND TEST PREPARATION PROGRAMS
NEW STUDENT APPLICATION**

DEAR STUDENT,

PLEASE COMPLETE ALL THE FORMS AND COLLECT ALL THE REQUIRED DOCUMENTS, THEN EMAIL THE APPLICATION PACKET TO CONTINUING STUDIES AT: CAPS@baruch.cuny.edu

WE ARE LOOKING FORWARD TO HEARING FROM YOU!

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

Agency name: _____

Agent email: _____

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 Request (For F-1 Student Visa) *Please check one:*

- New Student – applying from overseas New Student – change of non-immigrant status

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 bank statement* on letterhead in English and U.S. dollars or local currency.
 Overseas family letter of support and bank statement* on letterhead in English and U.S. dollars or local currency.
 U.S. sponsor’s affidavit of support and bank statement* on letterhead.

** An official document including account number and present balance; scanned documents are acceptable, but they must be clear and easy to read*

Tuition Deposit

A tuition deposit in the amount of \$400 is required with the application. If you are admitted and register to study, \$400 will be applied to your first semester tuition. This deposit is NOT refundable if you don’t register for our classes, but it can be refunded (minus the processing fees) if your F1 visa is denied and you provide documentation as a proof of visa denial.

You can pay the tuition deposit by:

- Certified Bank Check (if you are already in the United States)
 Money Order (if you are already in the United States)
 Credit Card (to pay by credit card, please contact the CAPS enrollment team at 646-312-5000 or email caps@baruch.cuny.edu)

Copy of Passport

Please include a scan of the picture page of your passport with the application.

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

Signature

Date

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 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 2019-2020

PROGRAM		1 SEMESTER	2 SEMESTERS	3 SEMESTERS	4 SEMESTERS
AIEP (full-time ESL)	TUITION	\$ 3,111.00	\$ 6,222.00	\$ 9,333.00	\$ 12,444.00
	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	\$ 6,191.00	\$ 12,382.00	\$ 18,573.00	\$ 24,764.00
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 CHANGE

MARRIED—Add \$8,000 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 bank statement in U.S. dollar equivalent, showing the latest balance.	\$
B. SPONSOR SAVINGS	
1. Your sponsor's bank statement in U.S. dollar equivalent, showing the latest balance 2. A 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; margin-left: 100px;"> _____ 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 signed room & board letter 2. A copy of the deed or lease	\$

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 documents (scans or hard copies) 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)

APPLICATION CHECK LIST

PLEASE MAKE SURE THAT YOUR APPLICATION PACKET INCLUDES EVERYTHING ON THIS LIST (SCANS OR PAPER ORIGINALS):

- ┌ COMPLETED APPLICATION FORM WITH A PHOTO ATTACHED
- ┌ A COPY OF YOUR PASSPORT
- ┌ \$400.00 DEPOSIT PAYMENT
- ┌ COMPLETED "CONFIDENTIAL DECLARATION AND CERTIFICATE OF FINANCE"
- ┌ FINANCIAL SUPPORT DOCUMENTS
- ┌ FINANCIAL SUPPORT DOCUMENTS TRANSLATED INTO ENGLISH
- ┌ AFFIDAVIT OF SUPPORT (IF USING)
- ┌ EMAIL THE APPLICATION PACKET TO CAPS@BARUCH.CUNY.EDU

OR MAIL IT 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**