

### Certificate of Financial Responsibility

Congratulations on your admission to the Monterey Institute of International Studies (MIIS). The Office of International Services provides immigration support to all international students. This form needs to be completed by all international students requiring an I-20 or DS-2019 for F-1 or J-1 student status. The U.S. government requires MIIS to obtain evidence that applicants have adequate funds to pay for their educational and living expenses while studying in the United States. If you need an F-1 or J-1 visa or if you are an international student already in the U.S. and you intend to transfer to Monterey Institute, it is your responsibility to demonstrate that you have adequate financial support for your first year of study at the Institute before a Form I-20 or DS-2019 can be mailed to you. Therefore, you need to complete the Certificate of Financial Responsibility (CFR) and submit it and any required financial support documents (bank statements, letters of sponsorship, letters of financial aid, etc.) to the Office of Admissions

**Please complete this form and return to the Office of Admissions**

Office of Admissions, Monterey Institute of International Studies  
460 Pierce Street  
Monterey, CA 93940

The Office of Admissions will submit this form to the Office of International Services (OIS) for I-20/DS-2019 processing. OIS will not be able to process your I-20/DS-2019 request until all of the required documentation has been received and your deposit has been paid. You will be notified by email when your I-20/DS-2019 has been mailed. If you need to contact the office, it is strongly advised that you email [visas@miis.edu](mailto:visas@miis.edu), and you will be contacted promptly.

The following documents must be submitted with this request form. Please indicate which documents are attached.

- Bank statement or other financial support documents
- Copy of passport information page
- Copy of spouse's passport (if married and requesting F2 or J2 status)
- Copy of children's passport (if requesting F2 or J2 status for children under 21)
- Copy of current I-20 and both sides of your I-94 (if currently attending an institution in the U.S.)

**Give your name exactly as it appears on your passport (Please type or print legibly):**

Name \_\_\_\_\_  
Last name First Name Middle Name

Degree Objective at MIIS: \_\_\_\_\_  
(for example, masters in IPS)

Will you be taking any summer classes at MIIS before your program begins in the fall? \_\_\_\_\_  
(If yes, which program?)

**Current Status in the U.S.:**

Not in the U.S.  F-1  F-2  J-1  Category \_\_\_\_\_ J-2  H-1b  H-4  Other \_\_\_\_\_  
(student, professor, researcher)

**Expenses: Estimated expenses at Monterey Institute of International Studies for the 2008-2009 academic year (nine months) are estimated to be:**

Type of Expense	Cost
Tuition and fees	\$29,356.00
Living expenses, including health insurance	\$15,260.00
Books, supplies	\$900.00
<b>Total Expenses for one academic year for one student with no dependents</b>	<b>\$45,516.00</b>
Living Expenses for spouse	\$6,500
Living Expenses for dependent children, <b>per child</b>	\$3,500

*The Institute reserves the right to change tuition and fees at any time. All amounts above are estimates only and may vary according to your program and assume a modest standard of living. Additional financial support may be necessary for students taking summer programs prior to the start of their first semester.*

**Dependents: List all the dependents who will be accompanying you to the U.S. This information will be included on the Certificate of Eligibility and will be used to obtain visas for them.**

**Spouse**

Full Name (as it appears on passport)	Birth Date (MM/DD/YY)	Place of Birth (City/Country) and Country of Citizenship	Gender
			<input type="checkbox"/> F <input type="checkbox"/> M

**Dependent children**

Full Name (as it appears on passport)	Birth Date (MM/DD/YY)	Place of Birth (City/Country) and Country of Citizenship	Gender
			<input type="checkbox"/> F <input type="checkbox"/> M
			<input type="checkbox"/> F <input type="checkbox"/> M
			<input type="checkbox"/> F <input type="checkbox"/> M
			<input type="checkbox"/> F <input type="checkbox"/> M

**Funding Sources: indicate types of funding in U.S. dollars**

- a. Personal funds (including parents)..... \$ \_\_\_\_\_  
*(Enclose bank statement signed by bank official)*
- b. Sponsor funds ..... \$ \_\_\_\_\_  
*(Complete Item the affidavit of support on page three and attach bank statement for sponsor)*
- c. Salary while on leave of absence ..... \$ \_\_\_\_\_  
*(Enclose a letter from employer)*
- d. Financial aid from sponsoring organization, firm, or government ..... \$ \_\_\_\_\_  
*(Enclose the original form or official copy of your award as evidence of financial support. The statement of financial support must be in English and specify the academic term(s), billing address, and level and field of study for which it is valid. It must also specify the USD amount you will receive and how the funds will be paid.)*
- e. MIIS Scholarship ..... \$ \_\_\_\_\_  
*(it is not necessary to attach award letter, OIS will verify MIIS scholarship)*

**Total Amount of Funding from All Sources..... \$ \_\_\_\_\_**

**Please note: this amount must match amount \$45,516 plus any additional amounts for dependents**



***Affidavit of Support: this must be completed by family or personal sponsor.***

I, \_\_\_\_\_ born in \_\_\_\_\_ on \_\_\_\_\_  
Print Name City/Country Date of Birth

certify that I will provide the applicant \_\_\_\_\_ born in \_\_\_\_\_  
Print Name City/Country

on \_\_\_\_\_ who is my son/daughter / \_\_\_\_\_ with funds in the amount of US\$ \_\_\_\_\_  
Date of Birth Other Relationship

and that the applicant intends to pursue his/her education by attending **Monterey Institute of International Studies in Monterey, California**, from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_; that I have full time employment as a  
MM DD YYYY MM DD YYYY

\_\_\_\_\_ and that I have sufficient income/assets to responsibly cover the applicant's expenses  
Profession/Position

during his/her course of study in the U.S. as well as any and all other unforeseen expenses which the applicant may incur during his/her stay in the U.S. I, the undersigned, will pay the visa applicant's expenses as outlined above.

Sponsor's signature \_\_\_\_\_

***Applicant Verification:***

***I certify that all statements on this form are true and accurate and that funds will be provided as specified.***

\_\_\_\_\_  
Signature of Applicant \_\_\_\_\_  
Date

\_\_\_\_\_  
Name

**You should keep copies of all financial documents submitted to Monterey Institute. Similar information will be requested by the U.S. Embassy/Consulate when you apply for your visa and in some cases by the Department of Homeland Security when you apply for a transfer within the United States or apply for a change of status to F-1 or J-1.**

***Mailing Instruction:*** all documents will be sent by regular first-class United States Postal Service air mail. If you wish to have your document sent by express mail, please email [visas@miis.edu](mailto:visas@miis.edu) with credit card information for the express mail charges.

<input type="checkbox"/> <u>Mail my I-20 to this address:</u>		
_____		
<small>(street)</small>	<small>(city)</small>	
_____		
<small>(state/province)</small>	<small>(Country)</small>	<small>(postal code)</small>
<input type="checkbox"/> <u>I will pick up my I-20 at MIIS:</u> If you are a transfer student, you may choose to pick up your I-20 when you arrive on campus.		

