

EMMANUEL CHRISTIAN SEMINARY
International Student's Certificate of Financial Responsibility

PART 1 of 3: INSTRUCTIONS

The Certificate of Financial Responsibility is required as a part of a candidate's formal application for admission; the student should provide it as early as possible so that it will not delay the review of the formal application for admission. The student should be sure that the total amount of support available to him/her is equal to the total expenses as estimated by the Office of Admissions. It is expected that tuition, fees, and expenses increase at a rate of 10% annually. This should be taken into account when the applicant is calculating projected expenses. **This form should be returned to the Office of the Dean.**

Each source of support must be documented and all documents submitted must:

1. Be written in the English language or be accompanied by an official translation. (translating service, language professor, etc.)
2. Give all amounts of money in U.S. dollars.
3. Be originals or certified true copies with all signatures notarized.
4. If a bank statement is used, give the amount of money in the account and how long the money has been on deposit.
5. Be currently dated.

How to verify possible sources of support:

1. Personal Funds – provide an original or certified true copy of bank statement as described above.
2. Family Support – provide a notarized letter from a family member showing their willingness to provide financial support and additional official documentation (i.e. bank statement, employer's statement, affidavit) verifying the availability of funds.
3. Support from Government – provide an original or certified true copy of the letter of award.
4. Support from an International Organization – Provide an original or certified true copy of the letter of award.
5. Other sources – provide a notarized letter from the guarantor showing the willingness to provide financial support and additional official documentation (i.e. bank statement, employer's statement, affidavit) verifying the availability of funds.

NO property statements, promissory notes, or estimated earnings will be accepted as verification of financial support.

PART 2 of 3: LISTING OF SOURCES OF SUPPORT

<u>List Source Of Funds</u>	Support In U.S. Dollars Assured First Year	Projected Second Year
Personal Funds – please print name of bank: _____	\$ _____	\$ _____
Family Support – please print name and relationship of family member _____ _____	\$ _____	\$ _____
Support from Emmanuel Christian Seminary	\$ _____	\$ _____
Support from Government – Please print name of agency _____	\$ _____	\$ _____
Support from an International Agency – please print name of Organization _____	\$ _____	\$ _____
Other sources – please print name and relation of guarantor _____ _____	\$ _____	\$ _____
Totals – should equal estimate of total cost of program	\$ _____	\$ _____

I certify that the information provided above is correct and complete.

Student's signature _____ Date _____

Subscribed and Sworn Before Me This _____ Day of _____, 20____

_____ Date Commission Expires _____

Notary Public

PART 3 OF 3: VERIFICATION OF SUPPORT

To assist you with the verification of support we are enclosing blank forms which you may use or you may attach your own letters and statements to the Student Financial Responsibility form. If you have several sources of support, each source must be documented. If necessary you may make copies of the blank forms enclosed. AGAIN, READ AND FOLLOW THE INSTRUCTIONS CAREFULLY. Any incomplete or incorrectly submitted form will delay the receipt of your visa document. If you have questions, contact the Office of the Dean. Please note that any false statements made regarding financial responsibility violate the Immigration and Naturalization laws of the United States and put the student at risk of having to return to the home country.

Guarantor Statement:

This is to certify that I am able and willing to provide financial support to

_____ for the total amount of

(Name of Student)

_____ while he/she studies at Emmanuel

(amount in U.S. dollars)

Christian Seminary for the _____ degree.

Guarantor's Signature _____ Date _____

Address _____

Relationship of Guarantor to Applicant _____

Subscribed and Sworn to Me This _____ Day of _____, 20__

At _____

_____ Date Commission Expires _____

Notary Public

(For Bank Statement, see next page.)

Bank Statement:

This is to certify that our client _____
(name of guarantor)
has _____ on deposit with this bank in a _____
(amount in U.S. dollars) (type of account)

This money has been on deposit since _____.
(date)

Bank Official's Signature _____ Date _____

Name of Bank _____

Address of Bank _____

Subscribed and Sworn to me this _____ Day of _____, 20_____

At _____

_____ Date Commission Expires _____

Notary Public

EMMANUEL CHRISTIAN SEMINARY
International Student Financial Agreement

This understanding is between Emmanuel Christian Seminary and _____, student from _____.

The School agrees to credit the above named student's account \$_____ per semester for _____ semesters as a tuition grant.

The student agrees:

1. To deposit with the School \$1500 to pay for his/her return trip to the nation of entry prior to the School's filing of I-20 forms.
2. To pay the balance of his/her School account by the end of each semester of study.
3. To pay for his/her own living costs.
4. To enroll for a minimum of 9 credit hours per semester.
5. Not to solicit churches and individuals for funds during his/her stay at the School without prior approval of the Dean.
6. Not to solicit, upon leaving Emmanuel, continuing contributions from donors contacted through Emmanuel Christian Seminary.

In order to aid the student in meeting these expenses, the School also agrees to provide _____ hours of work on campus at an hourly rate of _____ during the _____ semesters of the student's program.

Signed,

_____ for Emmanuel Christian Seminary

_____ Student

_____ Date