



# Northeastern University Global Services

## D'Amore-McKim Graduate School of Business I-20 Request Instructions

### What is an I-20?

An I-20 is a U.S. immigration document issued by Northeastern University to certify that an international student has met admission requirements for a full-time program of study and has provided proof of sufficient financial resources for his/her studies. An I-20 is required to apply for an F-1 student visa at a U.S. embassy or consulate. The following admitted and deposited students should request an I-20 from Northeastern University:

- **Initial** - New international students coming from outside the U.S. seeking visa sponsorship
- **Transfer** - Students currently in F-1 status studying at another school in the U.S.
- **Change of Program/Level** - Current Northeastern students in F-1 status moving to a new degree program at Northeastern University
- **Change of Status within the United States** - Students currently in the U.S. in a nonimmigrant status (e.g. H-4, F-2, etc.) who want to change to F-1 status\*

*\* If you are not planning to change to F-1 status, please note that not all immigration status categories allow for studying, internships, co-ops, international travel associated with an academic program and/or other experiential learning opportunities. Please note that some academic programs at Northeastern have experiential learning requirements (e.g., co-op or study abroad). Immigration statuses other than F/J may not allow for those and as such may impede the successful completion of your program of study.*

### When can you request an I-20?

You can submit an I-20 Request only **after** you have been admitted, have accepted the offer, and have paid a tuition deposit. At that time, you will be able to submit an electronic I-20 Request through myOGS.

### How can you prepare for, access and submit the online "I-20 Request"?

1. Gather the following required documents in a digital format (e.g. PDF or JPG):
  - Identity page of your passport (color copy)
  - Financial documents meeting your program's expenses ([Estimated Expenses](#) and [Guidelines for Demonstrating Financial Support](#) are on the next page)
  - Students currently in F-1 status at another U.S. institution must also submit a [Transfer-in Verification Form](#).
  - Students currently in the U.S. in a nonimmigrant status other than F-1 who are applying to change to F-1 status must also submit documentation of their current visa status.
  - **Currency Conversion**  
If the financial documents you are submitting are not in U.S. Dollars, you will need to provide a currency conversion and upload it to the e-form. You can find a currency conversion calculator here: <http://www.oanda.com/currency/converter/>
2. [Click here to access the D'Amore-McKim MBA and MS I-20 Request e-form](#). You will be prompted to enter your myNortheastern username and password to login.



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The myOGS I-20 Request e-form is designed to respond to your individual situation and will guide you through the request process. If you have any questions, please contact Admissions at [GradBusiness120@northeastern.edu](mailto:GradBusiness120@northeastern.edu) or the OGS at [ogs@northeastern.edu](mailto:ogs@northeastern.edu). Please be patient as there are thousands of I-20 requests, which get evaluated on daily bases. Please, expect 48-72 hours for a response to your question.

### **Estimate of Expenses for the 2019-2020 Academic Year**

*These figures are estimates and are subject to change at any time by Northeastern University's Board of Trustees.*

	<b>MBA or MS in Fin/MBA (12 months)</b>	<b>MS in International Business (12 months)</b>	<b>MS in Finance (12 months)</b>	<b>MS in Technological Entrepreneurship (10 months)</b>
Tuition & Fees	\$51,796	\$50,148	\$50,148	\$50,148
Living Expenses	\$27,894	\$27,894	\$26,394	\$21,596
<b>Total</b>	<b>\$79,690</b>	<b>\$78,042</b>	<b>\$76,542</b>	<b>\$71,744</b>

	<b>BSBA/MSF, BSIB/MSF, BSIB/MIM for F-1 students (4 months) – Spring intake only</b>	<b>Part Time Evening MBA (12 months)</b>
Tuition & Fees	\$25,211	\$50,148
Living Expenses	\$9,473	\$24,894
<b>Total</b>	<b>\$34,684</b>	<b>\$75,042</b>



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### Guidelines for Demonstrating Financial Support

When requesting an I-20 for your Northeastern program of study, please show all sources of your financial support and ensure that the sum equals or exceeds the estimated expenses for yourself and any dependents.

All financial documentation must be in English (or certified English translations must be included) and must be **issued within 9 months** of the start date of the semester you intend to enroll.

Financial sources must be readily available liquid assets, such as:

- Checking or savings accounts
- Money market accounts
- Certificates of deposit/term deposits/fixed deposits (with maturity dates no later than the program start date)
- Educational loans (a loan application is not sufficient)
- Benevolent accounts
- Current accounts
- Post Office account
- University scholarships
- Financial guarantee letters (for SACM or SABIC international students)

The following are examples of sources that are NOT acceptable but not limited to:

- Investment portfolios (examples: stocks, bonds, mutual funds)
- Retirement plans
- Public Provident funds
- Available lines of credit
- Wire transfers
- Deeds to real estate
- Leases with rental income
- Salary agreements or paystubs
- Material items (examples: livestock, land, jewelry, fur)
- Income tax forms

### Additional Costs for Dependents

If you plan to bring your spouse and/or children, you must show additional funding for your dependents.

Spouse: **add \$10,000** & Child: **add \$6,000 per person.**

### Visa Interview

Original financial documents must be presented to the consular officer during your visa interview and must be available for inspection upon entering the U.S.