**Application for Graduate Admissions for International Applicants**

**Checklist for Graduate School Admissions**

- Application, completed in its entirety
- Official transcript(s) from all institutions where a degree was received or graduate level work was taken.
- Application fee. (Please review and attach the Payment Processing Form, printed page 11.)
- Official test scores should be sent to Graduate School Admissions (ETS Institution Code: 5859)

**Checklist for Your Department/Program**

- Letters of recommendation (make sure to list each evaluator in the application)
- Official transcript(s) from all institutions where a degree was received or graduate level work was taken to the department
- Statement of Purpose
- Supplemental information
- Test scores (GRE, GMAT, and/or TOEFL)

*Check the website of the department for specific details on their requirements.*

**International Requirements**

International applicants who are or will be in F-1 or J-1 student visa statuses are required to show proof of adequate funding for at least one year before an I-20 or DS-2019 form can be issued. To do so, please complete:

- Immigration Information Form and the Affadavit of Support on printed pages 9-10.

- (if applicable) Non-immigrant visa holders who are already students at U.S. Institutions, must complete the Transfer-In Information form available at www.graduateschool.vt.edu (International Graduate Student Services/Forms).

**Test Scores**

While we ask that you report your scores on this application, the official information must come from the respective testing agencies. Applications are not considered complete until this information is reported by the testing agencies.

**Financial Aid Information**

Financial assistance may be available through the department to which you are applying in the form of an assistantship (GTA/GRA) or fellowships. Check with your intended department for more information.

Virginia Tech does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. Anyone having questions concerning discrimination or accessibility should contact the Office for Equal Opportunity.

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**College Contact Information**

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture &amp; Life Sciences</td>
<td>540/231-6503</td>
<td><a href="http://www.cals.vt.edu">www.cals.vt.edu</a></td>
</tr>
<tr>
<td>Architecture &amp; Urban Studies</td>
<td>540/231-6386</td>
<td><a href="http://www.caus.vt.edu">www.caus.vt.edu</a></td>
</tr>
<tr>
<td>Business (Pamplin)</td>
<td>540/231-6152</td>
<td><a href="http://www.pamplin.vt.edu">www.pamplin.vt.edu</a></td>
</tr>
<tr>
<td>Engineering</td>
<td>540/231-9171</td>
<td><a href="http://www.eng.vt.edu">www.eng.vt.edu</a></td>
</tr>
<tr>
<td>Liberal Arts &amp; Human Sciences</td>
<td>540/231-6779</td>
<td><a href="http://www.clahs.vt.edu">www.clahs.vt.edu</a></td>
</tr>
<tr>
<td>Natural Resources</td>
<td>540/231-7051</td>
<td><a href="http://www.cnr.vt.edu">www.cnr.vt.edu</a></td>
</tr>
<tr>
<td>Sciences</td>
<td>540/231-5145</td>
<td><a href="http://www.cos.vt.edu">www.cos.vt.edu</a></td>
</tr>
<tr>
<td>Biomedical &amp; Veterinary Sciences</td>
<td>540/231-4992</td>
<td><a href="http://www.vetmed.vt.edu">www.vetmed.vt.edu</a></td>
</tr>
</tbody>
</table>

**Campuses Across Virginia**

<table>
<thead>
<tr>
<th>Campus</th>
<th>Phone</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blacksburg (main campus)</td>
<td>540/231-8636</td>
<td><a href="http://www.vt.edu">www.vt.edu</a></td>
</tr>
<tr>
<td>National Capital Region</td>
<td>703/538-8327</td>
<td><a href="http://www.ncr.vt.edu">www.ncr.vt.edu</a></td>
</tr>
<tr>
<td>Hampton Roads</td>
<td>757/363-3930 x301</td>
<td><a href="http://www.hrc.vt.edu">www.hrc.vt.edu</a></td>
</tr>
<tr>
<td>Richmond</td>
<td>804/662-7286</td>
<td><a href="http://www.richmond.vt.edu">www.richmond.vt.edu</a></td>
</tr>
<tr>
<td>Roanoke</td>
<td>540/767-6100</td>
<td><a href="http://www.roanoke.vt.edu">www.roanoke.vt.edu</a></td>
</tr>
<tr>
<td>Southwest Virginia</td>
<td>276/619-4311</td>
<td><a href="http://www.swcenter.vt.edu">www.swcenter.vt.edu</a></td>
</tr>
<tr>
<td>Virtual Campus</td>
<td>540/231-1264</td>
<td><a href="http://www.vto.vt.edu">www.vto.vt.edu</a></td>
</tr>
</tbody>
</table>

**Application Deadlines**

<table>
<thead>
<tr>
<th>Term</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>FALL</td>
<td>July 1</td>
</tr>
<tr>
<td>SPRING</td>
<td>December 1</td>
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<tr>
<td>SUMMER 1</td>
<td>April 15</td>
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<tr>
<td>SUMMER 2</td>
<td>June 1</td>
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</tbody>
</table>

**Send application and payment to:**

Graduate School Admissions

Graduate Life Center at Donaldson Brown

Virginia Tech (0325)
Blacksburg, VA 24061
Fax: 540/231-2039

Questions? Call 540/231-8636 or e-mail grads@vt.edu for assistance.
APPLICATION FOR GRADUATE ADMISSIONS
for International Applicants

LAST/FAMILY NAME

FIRST/GIVEN NAME

MIDDLE NAME

SUFFIX

List any former names:

Social Security Number:
Providing your SSN is optional, but is required of enrolled students for federal tax reporting. If you intend to apply for financial aid or scholarships or be employed on-campus, your SSN must be submitted.

Student ID Number (if applicable):

U.S. Mailing Address, if available

E-mail Address:

Permanent/Home Country Address (if different):

Current Daytime Phone: __________________________

☐ Home ☐ Office ☐ Mobile

Please list your primary phone and e-mail. We value your privacy and will not disclose your information.

Current Evening Phone: __________________________

☐ Home ☐ Office ☐ Mobile

E-mail Address:

Permanent/Home Country Address (if different):

City: __________________________

State: __________________________

Zip: __________________________

Country: __________________________

Permanent Daytime Phone: __________________________

☐ Home ☐ Office ☐ Mobile

Permanent Evening Phone: __________________________

☐ Home ☐ Office ☐ Mobile

Academic History

In chronological order, beginning with the most recent, list any bachelor and/or graduate level work that you will have done prior to enrollment. Note that official transcript(s) must be sent to the Graduate School and to the academic department to which you are applying.

<table>
<thead>
<tr>
<th>INSTITUTION NAME</th>
<th>DEGREE TYPE</th>
<th>MAJOR</th>
<th>GPA</th>
<th>DATE RECEIVED/EXPECTED</th>
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Questions? Call 540/231–8636 or e-mail grads@vt.edu for assistance.
Please make sure that your referees have indicated in advance that they are willing to submit a reference form for you. Please keep in mind that it is your responsibility to ensure that your recommenders have submitted their forms by the appropriate deadline.

Under the Family Educational Rights and Privacy Act of 1974, a student enrolled at Virginia Tech has access to his or her academic records. We comply with this law, while still allowing the student the option of waiving the right to access this specific document. Waiving this right does not preclude you from access to the rest of your academic records. If you wish to waive the right to examine this evaluation at a later date, please indicate below. Your choice will not affect the consideration of your application to Virginia Tech.

**First Reference**

<table>
<thead>
<tr>
<th>TITLE</th>
<th>FIRST NAME</th>
<th>LAST NAME</th>
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</thead>
<tbody>
<tr>
<td>INSTITUTION/COMPANY NAME</td>
<td></td>
<td></td>
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<tr>
<td>Daytime Phone:</td>
<td></td>
<td>E-mail:</td>
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</tbody>
</table>

**Second Reference**

<table>
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<tr>
<th>TITLE</th>
<th>FIRST NAME</th>
<th>LAST NAME</th>
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<tbody>
<tr>
<td>INSTITUTION/COMPANY NAME</td>
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<tr>
<td>Daytime Phone:</td>
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<td>E-mail:</td>
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</table>

**Third Reference**

<table>
<thead>
<tr>
<th>TITLE</th>
<th>FIRST NAME</th>
<th>LAST NAME</th>
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<tbody>
<tr>
<td>INSTITUTION/COMPANY NAME</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daytime Phone:</td>
<td></td>
<td>E-mail:</td>
</tr>
</tbody>
</table>

While we ask that you report your scores here, the official scoring information must come from the respective testing agencies.

**GRE General Test**

- **Test Date**: ____ / ____ (MM/YY)
- **Verbal Score**: __________
- **Quantitative Score**: __________
- **Analytical Writing Score**: __________

**GRE Subject Test**

- **Test Date**: ____ / ____ (MM/YY)
- **Test Score**: __________

**TOEFL** Please specify type of test, date taken or date schedule to be taken, and score details.

**Paper-based**

- **Test Date**: ____ / ____ (MM/YY)

**Section Score**

- **Listening Comprehension**: __________
- **Structure and Written Expression**: __________
- **Reading Comprehension**: __________
- **Total**: __________

**Computer Based**

- **Test Date**: ____ / ____ (MM/YY)

**Section Score**

- **Listening**: __________
- **Structure**: __________
- **Reading**: __________
- **Writing**: __________
- **Total**: __________

**TWE**

- **Test Date**: ____ / ____ (MM/YY)

**IELTS (optional)**

- **Test Date**: ____ / ____ (MM/YY)

Questions? Call 540/231–8636 or e-mail grads@vt.edu for assistance.
Prior to completing this form, check with the department to which you are applying to see if they require a more specific supplemental form. Some departments have forms that replace this general one.

Name: __________________________________________________________ Date of Birth: ___ / ___ / ___ (MM/DD/YY)

Degree Program: __________________________________________________

Alternate Campus Location
If you wish to take classes at a location other than the Virginia Tech campuses listed on printed page 1 of this application, please list below.
______________________________________________________________

Academic and Professional Goals Statement
Please attach a 3 to 4 page double-spaced personal statement which includes the following:

• Why do you want to undertake graduate work?
• What do you expect to derive from your program of study?
• If you have a concentration in mind, briefly outline your interests in this area.
• What do you expect to contribute as a student and, subsequently, as a member of the profession?

Resume
Applicants are asked to provide a resume outlining your most recent experiences or by listing those that are most relevant to your application.

Financial Assistance
Do you wish to be considered for an assistantship or fellowship? YES NO
Will you be able to attend Virginia Tech without an assistantship or fellowship? YES NO

Pledge of Honor
I certify that all information provided to the Graduate School and department on my application and during the entire admissions process is accurate. I understand that upon admission and enrollment I will be subject to the rules and regulations of the university, including the Graduate Honor System (http://ghs.graduateschool.vt.edu).

APPLICANT SIGNATURE ______________________________ DATE ____________

Questions? Call 540/231-8636 or e-mail grads@vt.edu for assistance.
Additional Required Information

Have you been convicted of or received a juvenile adjudication for a violation of any local, state, or federal law, other than a minor traffic violation? 

YES  NO

Are you currently on court-ordered supervised or unsupervised probation or under the terms of a finding under advisement?

YES  NO

Please give a full explanation of any past criminal convictions:

Return your completed form to:
Graduate School Admissions
Graduate Life Center at Donaldson Brown
Virginia Tech (0325)
Blacksburg, VA 24061
Fax: 540/231-2039

APPLICANT SIGNATURE DATE

Questions? Call 540/231-8636 or e-mail grad@vt.edu for assistance.
Application fees may be paid via check or money order. Please complete the information below and submit this document with the corresponding application or form to the Graduate School.

<table>
<thead>
<tr>
<th>LAST/FAMILY NAME</th>
<th>FIRST/GIVEN NAME</th>
<th>MIDDLE NAME</th>
<th>SUFFIX</th>
</tr>
</thead>
</table>

Student ID Number: ________________________ if known

E-mail Address: ________________________ @vt.edu account, preferred

Daytime Phone: ________________________

- □ Home
- □ Office
- □ Mobile

Please process payment for:

- □ DEGREE-SEEKING APPLICATION FEE (I.E. MASTERS AND DOCTORAL STUDENTS) – $75
- □ EXECUTIVE MASTERS OF BUSINESS ADMINISTRATION (EMBA) APPLICATION FEE – $90
- □ APPLICATION FOR SIMULTANEOUS DEGREE – $75
- □ NON-DEGREE-SEEKING APPLICATION FEE (I.E. COMMONWEALTH CAMPUS AND EXPEDITED NON-DEGREE PROGRAMS) – $25
- □ APPLICATION FOR CERTIFICATE PROGRAM – $25
- □ APPLICATION FOR READMISSION – $25
- □ APPLICATION FOR VISITING STUDENT – $25
- □ DIPLOMA REORDER – $20 PER DIPLOMA

To Pay Via Check or Money Order

Enclose your check or money order made payable to Treasurer, Virginia Tech. Checks and money orders must be drawn from a U.S. bank.

Return your completed form to:

Graduate School
Graduate Life Center
at Donaldson Brown
Virginia Tech (0325)
Blacksburg, VA 24061
Fax: 540/231-2039

Questions? Call 540/231–8636 or e-mail grads@vt.edu for assistance.
This form should be used to obtain information from applicants who are non-U.S. citizens, and will require the issuance of an I-20 (for F-1 visa status) or DS-2019 (J-1 visa status) immigration document in order to attend Virginia Tech in an approved student immigration status.

**Personal Information:** (Please print your full name EXACTLY as it appears in your passport)

- **Last (family name)**
- **First**
- **Middle (if applicable)**
- **VT Student ID #**

<table>
<thead>
<tr>
<th>Date of Birth</th>
<th>City of Birth</th>
<th>Country of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YYYY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Country of Citizenship</th>
<th>Gender:</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<table>
<thead>
<tr>
<th>Email Address</th>
<th>Alternate E-mail Address</th>
</tr>
</thead>
<tbody>
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</table>

**Foreign Residence Address (Required):** (Street, Road, PO Box)  
(City)  
(Province)  
(Country)  
(Mail Code)  

**U.S. Address (if currently residing in the U.S.):** (Street)  
(City)  
(State)  
(Zip Code)  

To which address would you like your immigration document to be mailed?  
- Foreign Residence  
- U.S. Address  
- Other

**Applying for:**  
- Fall  
- Spring  
- Summer I  
- Summer II  
- Year 20___  
- Major (Field of Study)  
- Master’s  
- PhD

**Immigration Information:** (Please attach a copy of your passport identification page)

- Are you currently in the United States?  
  - Yes  
  - No

If yes, please attach copies of your current immigration document(s).

1. What is your current immigration status?  
   - F-1  
   - J-1  
   - F-2  
   - J-2  
   - H-1b  
   - H-4  
   - Other

2. What is your SEVIS ID number, if you have one?  

3. Are you currently attending a U.S. school or university?  
   - Yes  
   - No

   If yes, please list the school/university

4. Do you plan to leave the U.S. prior to coming to Virginia Tech?  
   - Yes  
   - No  
   If yes, when?

**Dependent Information:** (For each dependent, please attach a copy of passport identification page)

- I will come to Virginia Tech alone.
- The following dependents (spouse and/or children) will accompany me to the United States.
- The following dependents (spouse and/or children) are currently with me in the United States and will remain with me.

Please give us the following information about your dependents. Attach additional page if necessary.

<table>
<thead>
<tr>
<th>Surname</th>
<th>Given Name</th>
<th>SEVIS #N</th>
<th>Date of Birth</th>
<th>Country of Birth</th>
<th>Gender</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spouse</td>
<td>Child</td>
</tr>
<tr>
<td>Spouse</td>
<td>Child</td>
</tr>
<tr>
<td>Spouse</td>
<td>Child</td>
</tr>
</tbody>
</table>
Funding Information:

Indicate the source of your funding and the amount in U.S. dollars. Financial documents older than six months are not acceptable. Statements must be in English, or have a translation attached.

- **PERSONAL FUNDS:** (Attach or scan original bank statement)
  
  _______________________

- **PARENTS AND/OR SPONSORS:** (Attach or scan original bank statement and official letter from sponsor stating name, relationship and amount of support per year.)
  
  _______________________

- **GOVERNMENT AGENCY:** (Attach or scan original, signed statement of your award that specifies any stipend amounts and what is covered by the funding)
  
  _______________________

- **UNIVERSITY AWARD:** (Attach or scan award letter or copy of assistantship agreement.)** Monthly stipend x 9 or 12 + waived tuition & fees**
  
  ____________________________

  TOTAL

  ____________________________

Guidelines for Financial Requirements:

See below the general guidelines for the Financial Requirements. More information regarding the financial requirements can be found at [http://graduateschool.vt.edu/igss/financial](http://graduateschool.vt.edu/igss/financial).

<table>
<thead>
<tr>
<th>Blacksburg Students</th>
<th>Graduate (9 credits)</th>
<th>DVM (years 1-3)</th>
<th>DVM (year 4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and fees:</td>
<td>$26,981</td>
<td>$49,646</td>
<td>$50,912.50</td>
</tr>
<tr>
<td>Room and Board (12 months)</td>
<td>9,900</td>
<td>9,900</td>
<td>9,900</td>
</tr>
<tr>
<td>Miscellaneous expenses-books, laundry, clothes, etc. (9 months)</td>
<td>2,070</td>
<td>2,070</td>
<td>2,070</td>
</tr>
<tr>
<td>Health Insurance (approximate)</td>
<td>2,000</td>
<td>2,000</td>
<td>2,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$40,951</strong></td>
<td><strong>$63,616</strong></td>
<td><strong>$64,985.50</strong></td>
</tr>
</tbody>
</table>

**Please note that all amounts are subject to change at any time.

Additional Fees:
- An additional $5,500 needs to be shown for accompanying spouses.
- An additional $2,000 needs to be shown for each accompanying child.
- An additional $958 (2 semesters) for Engineering fields.
- An additional $525 (2 semesters) for Public Health.

Certification:

I certify that the information provided on this form and in attached documents is correct and complete.

_________________________________________               ______________________
Student Signature                                                                                      Date

Immigration Form, Financial Documents, and all other documentation can be submitted by:

- Mail all original documents to:
  - Virginia Tech – Graduate School (0325)
  - 155 Otey St, NW
  - Blacksburg, VA 24061 U.S.A.

- How to Send Documents:
  - Documents can be sent via express mail by visiting [https://study.eshipglobal.com/](https://study.eshipglobal.com/).
  - Sign up as a student; click the "Send a Package" option; and select Graduate School at Virginia Tech as the university you want to send your documents to.

**IMPORTANT NOTE:** Do Not E-mail Required Documents
Frequently Asked Questions and Guidelines for Preparing the Immigration Information Form

Who should submit the Immigration Information Form?
Applicants who are or expect to be in F-1 or J-1 visa status.

When should you submit your financial documents?
Funding information may be submitted along with the application for admission, or after the admission decision has been made.

What are the deadlines for submission of the Immigration Information Form?
The Immigration Information Form and appropriate documentation must be received by International Graduate Student Services no later than June 1st for the fall semester and no later than November 1st for the spring semester.

How can the Immigration Information Form, Financial Documents and Affidavit of Support be submitted?
You may mail the documents to the International Graduate Student Services office (address above) or you may submit them via e-mail to the igss@vt.edu e-mail address. Please note that scanned documents MUST be a scan of the original copy. We will not accept photocopies by mail or e-mail.

What are the funding requirements?
The minimum requirements for one year for the Blacksburg campus are shown on our website at http://graduateschool.vt.edu/igss/financial. These amounts include tuition and fees, room and board, and miscellaneous expenses. Some majors require additional fees, detailed on the University Bursar’s website at www.bursar.vt.edu. Note the additional costs that must be added for an accompanying spouse and for each accompanying child. Please note that the financial requirements generally increase every year and are published sometime in April.

Why do you have to provide proof of funding?
It is a federal requirement for the university to review proof of financial support before the issuance of the I-20 or DS-2019 immigration document. Individuals in F-1 or J-1 student status or who expect to be in either of these statuses are required to prove they have adequate funding for at least one year.

What types of documents are accepted?
The following documents are accepted as supporting documents for proof of financial support (students may have one or a combination of these):

- **Bank statement** or certification from a legal financial institution that is no older than 6 months. In the case of a printed statement from the bank, please write in BLUE INK the following statement “I verify that this is a true copy of my bank statement as of today’s date”, and sign and date the form. Bank statements should show the account holder’s name which should be either the student’s name or the sponsor’s name.
- **Affidavit of Support from the sponsor/bank account holder** (if funding is from someone other than the student). The letter should include the beneficiary’s name, sponsor’s name, his/her relationship to the beneficiary (parent, sister, friend, etc.), the amount of support, the time period for which it will be provided, and a stated willingness to cover the student’s expenses for this time period. The Affidavit of Support Form provided on our website can be used.
- **Original, written confirmation from the sponsoring institution** of a scholarship, fellowship, assistantship or other type of funding. The document must specify what is paid in tuition and fees, living expenses, insurance, and any stipend or salary paid to the student, and for what period of time.
- **Graduate Assistantship** award from Virginia Tech, a copy of the assistantship agreement signed by the academic department is required.

Other considerations:
Financial documents which are older than six months are not acceptable. Only original or scanned copies of original, current documents will be accepted. Many academic departments do not offer assistantships for the first year of study. No international student can work off campus for the first nine months of stay in the United States. Employment on campus is possible, but students should not plan on paying for the complete cost of their education from on-campus part-time jobs.

MAILING INFORMATION: Immigration documents are mailed through a bulk mail service, and can take from 3-6 weeks to be delivered, depending upon the country.

If you desire express mail delivery during peak processing times (April 1-July 31 and October 1-December 15), please follow the instructions on our website at http://graduateschool.vt.edu/igss/mailingdocs.
# AFFIDAVIT OF SUPPORT

*Required of students whose funding is coming from resources other than personal funds, a graduate assistantship, or government/corporate sponsorship.*

<table>
<thead>
<tr>
<th><strong>Student Information</strong></th>
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<tbody>
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<td>Name</td>
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<td>Address</td>
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<tr>
<td>Country of Citizenship</td>
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<table>
<thead>
<tr>
<th><strong>Sponsor Information</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of sponsor</td>
</tr>
<tr>
<td>________________________</td>
</tr>
<tr>
<td>Relationship to student</td>
</tr>
<tr>
<td>________________________</td>
</tr>
<tr>
<td>Address</td>
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<td>________________________</td>
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<tr>
<td>Country of citizenship</td>
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<td>________________________</td>
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</tbody>
</table>

Name of co-sponsor (if applicable)  
______________________________

Relationship to student  
______________________________

Address  
______________________________

______________________________

______________________________

Country of citizenship  
______________________________

<table>
<thead>
<tr>
<th><strong>Certification</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>This affidavit is made by me/us for the purpose of assuring university authorities and the U.S. Government that I/we am/are willing and able to maintain and support the student mentioned above. I/we intend to make specific financial contributions for the support of the student as shown in the attached bank/funding documents.</td>
</tr>
</tbody>
</table>

Sponsor signature  
______________________________

Co-sponsor signature (if applicable)  
______________________________

Date  
______________________________