

Hello,

You are receiving this letter as you have just secured your spot at the Boston Architectural College for the upcoming semester. We are looking forward to welcoming you to the BAC in the heart of Back Bay, Boston!

**I-20 Process Guidelines**

If you require F1 visa sponsorship, let's move forward with the [international processes](#) required to secure your student visa. First, we need to process your BAC [I-20](#). To begin, please submit the following items to me by email:

1. [Certificate of Finance](#) (COF)
2. Bank Statement(s) and Bank Letter(s) (issued within the past 180 days; in English; any currency is accepted)
3. Copy of your passport

You can find examples of an acceptable bank statement and bank letter for reference within this packet. The financials shown must prove a minimum of the USD amount designated on the first page of the COF and further must:

- State that you or the sponsor is a member of the bank and the account type/number.
  - The BAC accepts liquid accounts, such as a checking or savings account, or accounts where the account holder has immediate access to their funds.
  - The BAC does not accept mortgage accounts, retirement accounts, real estate, jewelry, or other non-liquid assets.
- State your or your sponsors' current account balance as of that specific date.
- Designate the currency shown.
- Be signed/stamped by a bank representative.

To meet the required amount of finances, you may have more than one sponsor. If you do, please ensure each sponsor submits his or her own Affidavit of Support from the COF (page 3), as well as their own bank statement(s) and bank letter(s).

If you have [dependents](#) you are sponsoring on your I-20, please submit a copy of each dependent's passport in addition to the dependent section in the I-20. Please note that the COF will therefore require you to show additional funding.

If your sponsor will be providing financial support from a business account, then you must submit a recent bank statement from the business account, an official bank letter indicating the name of the individual(s) who have signatory power, and an affidavit of support for the individual(s) listed.

If you have any questions, please do not hesitate to reach out to me. Thank you!



**Olga Suchkova**  
International Admissions Counselor  
617-585-0278 | the-bac.edu  
320 Newbury Street | Boston MA 02115

In order to apply for an F-1 visa to study at the BAC, international students must receive the Certificate of Eligibility (I-20) from the BAC upon acceptance to the institution.

To obtain an I-20 form, a **Certification of Finance** must be completed and returned along with other application materials to the Admission Office. The form requires you to specify the amounts and sources of funds accompanied by a certified statement of sufficient financial resources verified by a bank or other financial institution. Verification of financial resources must be in the form of notarized documents of bank statements, scholarship awards, and loan approval.

The financial documentation must adequately cover a minimum of **one semester's** amount of academic and living costs (please refer to the Estimate of Expenses list below). After carefully reviewing your financial documentation, the BAC will determine whether we can issue an I-20 for you. **Photocopies and/or scans of bank statements are accepted.**

**Expenses for 2023-2024 Academic Year**

These estimates for expenses are approximate amounts in US dollars and all the expenses may increase annually. Travel expenses are not included.

Tuition (9 credits)	\$13,185
Deposit	\$250 (all students 1 <sup>st</sup> semester)
International Student Fee	\$300
Living Expenses for one month	\$3,450
<b>TOTAL</b>	<b>\$17,185</b>

**The form I-20 is issued for the duration of the 8-day intensive only. A SEVIS fee is required for each issued I-20.**

**Please read and fill out all four pages of this form. The applicant's signature will be required at the end of this form.**

**I: PERSONAL INFORMATION**

Applicant's name: \_\_\_\_\_  
Last (Family) First (Given) Middle

Gender: ☐ Male ☐ Female Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Foreign Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**IMPORTANT:** I would like BAC to send my I-20 Certificate of Eligibility form to: (please check one)  
☐ My Foreign Address ☐ My Mailing Address

**If you are currently in the U.S.**

Your current visa type: \_\_\_\_\_  
(Please enclose copies of your immigration documents such as I-20, I-94, IAP-66 etc.)

If you are currently studying or have recently studied in the U.S.,

Name of the school: \_\_\_\_\_ Dates attended: \_\_\_\_\_

**Official Certification of Sources of Funds and Amounts**

**BANK REPRESENTATIVE**

This is to certify that I have read the information furnished by the named applicant on this CERTIFICATION OF FINANCE, that it is a true and accurate statement, and that the funds are available, can be transferred to the United States and will be provided as indicated. (Please apply bank seal below)

Name of Bank: \_\_\_\_\_

Address of Bank: \_\_\_\_\_

\_\_\_\_\_  
Name of Bank Official Amount of Funds (in USD)

Title: \_\_\_\_\_

\_\_\_\_\_  
Signature of Bank Official Date (MM/DD/YYYY)

**SPONSOR**

**Affidavit of Support**

This is to certify that I have read the information furnished by the named applicant on the CERTIFICATION OF FINANCE, that it is a true and accurate statement, and that the funds are available, can be transferred to the United States and will be provided as indicated for the applicant's study at the Boston Architectural College. Official documentation verifying my financial resources accompanies this affidavit.

\_\_\_\_\_  
Name of Sponsor (print)

\_\_\_\_\_  
Address of Sponsor

\_\_\_\_\_  
Relationship to Applicant Amount of Funds (in USD)

\_\_\_\_\_  
Signature of Sponsor Date (MM/DD/YYYY)

**Please answer following questions:**

Does your government currently impose restrictions on exchange and release of funds for study in the U.S.?

☐ Yes

☐ No

IF YES, describe restrictions:

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Do you have a source for emergency funds once you arrive in the U.S.?

☐ Yes

☐ No

IF YES, name source: \_\_\_\_\_

Amount available \$: \_\_\_\_\_

Do you plan to remain in the U.S. during the summer?

☐ Yes

☐ No

If remaining in the U.S., do you plan to attend summer school?

☐ Yes

☐ No

What are the sources and amounts of support available to you during the summer?

**SOURCES**

1. \_\_\_\_\_ in USD \_\_\_\_\_

2. \_\_\_\_\_ in USD \_\_\_\_\_

3. \_\_\_\_\_ in USD \_\_\_\_\_

I, \_\_\_\_\_ (print your name) certify that the information on the **CERTIFICATION OF FINANCE** is true, correct and complete. I understand that any misrepresentation may be cause for refusing or revoking admission from the **Boston Architectural College**.

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

\_\_\_\_\_  
Date (MM/DD/YYYY)

# Bank Statement Example

## Your Bank

16 High Street. Anytown, Anyshire YZ99 1XY

Mr John Smith  
5 Any Road  
Randomford  
Anyshire  
YZ985XY

Account name: Mr John Smith  
Account Type: Checking  
Account number: 99988877

Your current account statement:  
1 February to 1 March, 2019

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### Your account summary

Balance at 1 February: £40,000.00

Total money in: £5,474.00

Total money out: £1,395.17

**Balance at 1 March: £44,079.83**

Date	Description	Money out	Money In	Balance
	Balance brought forward			40,000.00
1 February	Cardpayment - High St Petrol Station	24.50		39,975.50
	Direct debit - Green Mobile PhoneBill	20.00		39,955.50
3 February	Cash Withdrawal - YourBank, Anytown High Street, timed 17:30 31 Jan	30.00		39,925.50
4 February	YourJob BiWeekly Payment		2,575.00	42,500.50
11 February	Direct Deposit - YourBank, Anytown High Street, timed 17:30 31 Jan		300.00	42,800.50
16 February	Cash Withdrawal - RandomBank, Randomford, timed 9.52 14 Feb	5 0		42,750.50
17 February	Card payment - High St Petrol Station	40.00		42,710.50
	Direct Debit - Home Insurance	78.34 0		42,632.16
18 February	YourJob BiWeekly Payment		2,575.00	45,207.16
18 February	Randomford's Deli	15.00		45,195.16
24 February	Anytown's Jewelers	150.00		45,042.16
	Direct Deposit		25.00	45,067.16
28 February	Monthly Apartment Rent	987.33		44,079.83
				<b>£44,079.83</b>

Signature



# Bank Letter Example

YourBank Ltd

16 High Street Anytown, Anyshire YZ99 1XY  
Tel: +44 (1) 20 5555 5555  
www1.yourbankltd.uk



Re: [YOUR NAME]

Date: February 21, 2019

This is to certify that [YOUR NAME/SPONSOR] maintains a [ACCOUNT TYPE] account with YourBank Ltd since [DATE ACCOUNT OPENED] with the account number: [ACCOUNT NUMBER].

The balance as on [TODAY'S DATE] is XXXXXX.XX [CURRENCY].

Please note that the account is free of any encumbrance and the customer has complete and immediate access to his or her funds.

Yours Sincerely,

**YOURBANK Ltd.**

*Signature*

 AUTHORIZED SIGNATORY



*Signature*