

PERSONAL INFORMATION

NAME OF APPLICANT _____

BIRTHDATE (M/D/Y) _____ DEGREE APPLYING FOR _____

LEVEL OF STUDY APPLYING FOR UNDERGRADUATE DOCTORAL LEVEL MASTER'S LEVEL MASTER OF DIVINITY ENGLISH LANGUAGE INSTITUTE

I AM PLANNING TO ATTEND FROM _____ 20 _____ TO _____ 20 _____

MARITAL STATUS SINGLE MARRIED NUMBER OF CHILDREN DEPENDENT ON YOUR SUPPORT _____

CITIZENSHIP: COUNTRY _____ STATE/PROVINCE _____

VISA STATUS STUDENT VISA F-1 EXCHANGE VISITOR VISA J-1 DEPENDENT J-2 REFUGEE VISA OTHER _____

ID _____
G _____
(For office use only)

EXPENSE FORM (this form MUST be submitted by June 1)

Please complete your annual budget by listing expenses for your first four years. Be sure to account for all semesters, including summer if applicable. Refer to the enclosed Graduate Cost Sheet for costs or visit www.andrews.edu/SF for most current amounts. Remember to anticipate an estimated 5% increase in the cost each year you attend. Any sponsorships, scholarships or loans require letter or documentation of proof.

	FIRST YEAR	SECOND YEAR	THIRD YEAR	FOURTH YEAR	RESOURCES (IN U.S. DOLLARS)
TUITION AND FEES	_____	_____	_____	_____	PERSONAL AND/OR FAMILY FUNDS _____
BOOKS AND SUPPLIES	_____	_____	_____	_____	GENERAL CONFERENCE/ CONFERENCE/DIVISION ASSISTANCE _____
DORM & MEAL PLAN	_____	_____	_____	_____	SPONSORSHIP/SCHOLARSHIP (Requires letter of proof) _____
OFF-CAMPUS HOUSING	_____	_____	_____	_____	GOVERNMENT LOANS (Requires proof of loan approval) _____
DEPENDENT EXPENSES	_____	_____	_____	_____	OTHER (Please specify) _____
LIVING EXPENSES	_____	_____	_____	_____	_____
INSURANCE	_____	_____	_____	_____	_____
OTHER _____	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	TOTAL _____

IMPORTANT INFORMATION

Advance Deposit: Applicants attending the main campus from outside the United States (except Canada and Mexico) must make an advance deposit of \$2,000. This deposit must be paid in cash. No university scholarships may be applied to pay the deposit. **Deposit Allocation:** This deposit is not available to cover registration expenses; the deposit earns interest during the time the student is enrolled. The deposit plus interest is refunded when the student's enrollment is terminated; alternatively, it can be used as partial payment for the final semester of registration. International students do not get a discount on their deposit when the deposit is used to pay tuition costs. **Resource Verification:** Bank documentation as well as other forms of financial documentation are required to prove ability to support one's educational expenses. This documentation must be sent to the university directly from the bank. Sponsors in the USA will be required to sign an affidavit of support. In addition, the applicant must demonstrate adequate financial support for the duration of the program for which (s)he is applying. **I-20 Form:** Once the deposit and resource verification are received and accepted, the university authorizes the International Student Services Office to issue the I-20 Form for the purpose of securing a United States student visa. **Statement of Acknowledgement:** The International Student Services Office provides an agreement called Statement of Acknowledgement by which the prospective student/sponsor commit themselves to maintaining a full study load at Andrews University and to abiding by the INS rules and regulations. This signed statement is required of the student, sponsor and parent or spouse (if applicable) and mailed with the application.

FINANCIAL RESPONSIBILITY: The following statement must be signed prior to acceptance.

I understand that all basic charges for each semester of attendance at Andrews University are payable in full at the time of registration for that semester. I will be responsible for and do hereby agree to pay promptly all charges. I understand that the terms are cash at the time of registration or at such other times as approved by the University, and that if any charges remain unpaid thirty (30) days after I cease to be a student at the University, a carrying charge of one percent (1%) per month will be added to all unpaid balances on my account. The University holds a security interest in the nature of lien against my transcript and other documents of record until the account is cleared. I further agree to pay reasonable costs of collection including attorney's fees.

SIGNATURE _____ DATE _____

APPLICANT'S INFORMATION

NOTE: If you are coming to Andrews University with your spouse and/or children you will also need to provide the following information for each of them on an additional sheet of paper: (1) Full Name (2) Date of Birth (M/D/Y) (3) Country of Birth.

FULL MAILING ADDRESS _____

HOME TELEPHONE (_____) _____ EMAIL _____

FATHER'S INFORMATION

FULL NAME _____ EMPLOYER _____

FULL MAILING ADDRESS _____

HOME TELEPHONE (_____) _____ EMAIL _____

MOTHER'S INFORMATION

FULL NAME _____ EMPLOYER _____

FULL MAILING ADDRESS _____

HOME TELEPHONE (_____) _____ EMAIL _____

ADDITIONAL INFORMATION

If you have relatives living in the United States, please give the name, address, and phone number of each. If you do not have relatives in the U.S., please list a sponsor and a friend.

You may send your advance payment by check or bank draft to the following address (make payable to Andrews University):

Mail to: Enrollment Management
Andrews University
Berrien Springs, MI 49104-0740, USA

Please use the following information if you want to wire your payment:

SWIFT CODE: FTBCUS3C
Fifth Third Bank: Cincinnati, OH
ABA#042000314
Andrews University
Acct.#2112175

BE SURE TO INCLUDE STUDENT NAME AND ID NUMBER ON ALL TYPES OF PAYMENTS. IF SENDING SEVERAL PAYMENTS IN ONE LUMP SUM, PLEASE INDICATE THE DISTRIBUTION OF FUNDS (i.e., \$2000 for deposit, \$100 for Room Deposit, etc.)

COMMITMENT OF PAYMENT - TO BE SIGNED BY GUARANTOR(S)

For value received, I or we, the undersigned, do hereby jointly and severally unconditionally guarantee unto Andrews University the prompt payment, when due, including any extended due date, of all charges and costs incurred by the above named student at Andrews University. Notice of any extension of a due date is waived. The undersigned also waive notice of acceptance, notice of nonpayment, protest, and notice of protest, with respect to the obligation covered until written notice of its discontinuance is served upon Andrews University and after such notice it shall continue in force and effect as to any unpaid charges then owed to the University. The undersigned agree to pay reasonable costs of collection including attorney's fees.

SIGNATURE OF GUARANTOR (1) _____ DATE _____

SIGNATURE OF GUARANTOR (2) _____ DATE _____

PLEASE READ CAREFULLY

Since September 11, 2001, the United States of America has made changes to its immigration laws, particularly as they relate to international students. The U.S. Immigration and Naturalization Service (INS) now requires all institutions which enroll international students to report legal issues relating to student visa status. The INS also requires institutions to regularly give an account of each international student's study program and related activities while they are here in school.

Your signature on this document certifies that you have been made fully aware of your responsibility as an international student to adhere to U.S. immigration laws. This means that you have read all of the information supplied to you by Andrews University regarding student visa regulations. It is very important that you fully understand these regulations, so that your stay in the U.S. is pleasant, successful, and problem-free in regard to legal matters.

Listed below are some of the crucial requirements that you need to know and be responsible for prior to being accepted as a student to Andrews University. **Failure to comply with these conditions could lead to dismissal from school and deportation.**

- ① Upon your arrival at Andrews University you **MUST** enroll full time. Failure to register for the minimum number of required credits for each semester will automatically result in the loss of your student visa status. The minimum credit requirements are:
 - Undergraduate – 12 credits
 - Graduate – 8 credits
 - Master of Divinity – 9 credits

- ② You **MUST** be able to meet your school expenses for the duration of your stay at Andrews University. If you fail to pay your school account, you will be barred from registration and class attendance. You will also lose your student visa and become subject to deportation.
 - First, you need to pay a deposit of \$2000 (Students from Canada and Mexico are exempt)
 - Second, you must present financial documentation (such as bank statements, a Notarized Affidavit of Support, and/or other documents that clearly demonstrate your ability to finance your studies)
 - Third, after your I-20 is issued, you must pay for your first semester at least 45 days before your date of enrollment

- ③ You **MUST** be aware that the International Student Services office is required by law to report to the INS regularly regarding your academic program. Such information includes:
 - Change of major
 - Change of address
 - Number of credits completed per semester
 - Degree program and field of study
 - Termination date and reason, if known
 - Any failure to enroll, maintain status, or complete the program
 - Any disciplinary actions taken against the student due to criminal conviction

To stay current with University policies this statement is subject to change without notice. If you have any questions about the current regulations please email Dr. Najeeb Nakhle at nakhle@andrews.edu.

REQUIRED SIGNATURES

As a prospective student, I hereby declare that I have read the above statement and give my consent for the release of any information requested by the INS related to my student status.

STUDENT'S SIGNATURE _____ DATE _____

PRINT COMPLETE NAME _____

PARENT OR GUARANTOR'S SIGNATURE (IF SPONSOR) _____ DATE _____

PRINT COMPLETE NAME _____

SPOUSE'S SIGNATURE (IF MARRIED) _____ DATE _____

PRINT COMPLETE NAME _____