



INTERNATIONAL GRADUATE STUDENT I-20 REQUEST FORM

International Students and Scholars

Dover Campus Center, Suite 243 □ 110 S. Main Street □ PO BOX 7256 □ Boiling Springs, NC 28017
(704) 406-4489 □ Fax: (704) 406-3895 □ E-mail: dknupp@gardner-webb.edu □ URL: www.gardner-webb.edu

If you intend to enroll at Gardner-Webb University, you must complete pages 1 & 2 of this form. A SEVIS document (I-20 or DS-2019), needed to obtain a U.S. visa abroad or transfer from one school to another in the U.S., will be prepared for you once we receive this form, required financial proof, and applicable fee deposit (refer to your letter of admission).

If you will not require a Gardner-Webb-issued SEVIS document, you must still complete Section A.

Session for which you are applying to Gardner-Webb: \_\_\_\_\_ Year \_\_\_\_\_
Fall (August), Spring (January), Summer (June)

Section A: Personal and Immigration Information (Type or Print)

Name of Student \_\_\_\_\_ Gender \_\_\_\_\_
Last (Family) First (Given) Middle (Male/Female)

Attach a copy of your passport page showing your full legal name.

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_
Month/Day/Year - Western Calendar City Country

Country of Citizenship \_\_\_\_\_ Country of Legal Permanent Residence \_\_\_\_\_

If you are outside the U.S. now, what is your present position in your home country? \_\_\_\_\_
(For example: Secondary School Student / University Student / Employed / Military duty, etc.)

Do you plan to enter the U.S. and study at another school before enrolling at Gardner-Webb? Yes No
If 'Yes', Please List School Name \_\_\_\_\_ Start Date \_\_\_\_\_ End Date: \_\_\_\_\_

Will you be issued a Form DS-2019 by a sponsoring organization? Yes No Sponsor: \_\_\_\_\_

If you are in the U.S. now, indicate your nonimmigrant status: F-1 J-1 F-2 J-2 Other \_\_\_\_\_

What institution issued your current I-20/DS-2019 document? \_\_\_\_\_

NOTE: Please attach a photocopy of your current I-20 or DS-2019 (front and back). If you are in a nonimmigrant status other than F-1 or J-1, attach a photocopy of the front and back of your I-94 card.

If you plan to travel outside the U.S. before beginning your studies at Gardner-Webb, please provide this information:
To what country? \_\_\_\_\_ Departure date \_\_\_\_\_ Return date \_\_\_\_\_

Indicate your address outside the United States (as it should appear on an envelope). If you wish us to mail your I-20 or DS-2019 to a different address, please ALSO provide that mailing address:

ADDRESS OUTSIDE THE UNITED STATES

MAILING ADDRESS FOR YOUR I-20 OR DS-2019

Five horizontal lines for address entry

Five horizontal lines for mailing address entry

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_
(List country code first) (List country code first)

Email Address: \_\_\_\_\_

If you wish us to send your immigration document by express mail, you may include an express mail fee with this application. (\$45 for mailing outside the U.S. or \$10 for a U.S. address).

**Section A: Personal and Immigration Information Continued (Type or Print)**

Will your spouse and/or children come with you on a dependent visa? \_\_\_\_ Yes \_\_\_\_ No

If yes, please complete the following for each family member (If additional children, list on separate sheet):

| FAMILY MEMBER | FULL NAME (Last, First, Middle) | BIRTHDATE (Month/Day/Year) | CITY AND COUNTRY OF BIRTH | COUNTRY OF CITIZENSHIP | COUNTRY OF LEGAL PERMANENT RESIDENCE | SEX (circle one) |
|---------------|---------------------------------|----------------------------|---------------------------|------------------------|--------------------------------------|------------------|
| Spouse        |                                 |                            |                           |                        |                                      | M F              |
| Child         |                                 |                            |                           |                        |                                      | M F              |
| Child         |                                 |                            |                           |                        |                                      | M F              |
| Child         |                                 |                            |                           |                        |                                      | M F              |

NOTE: Spouses coming to the U.S. on F-2 visas are not permitted to work or to enroll in degree programs at the university by U.S. Federal law. Spouses coming to the U.S. on J-2 visas are permitted to work, however, they must first apply through the Office of International Students and Scholars (ISS) for work authorization and the employment cannot be used to support the J-1 spouse. In addition, the J-1/J-2 nonimmigrant visa category may require you to return to your home country for a two-year period before being eligible to change to the work visa categories of H or L, or to adjust to permanent resident status. Finally, a DS-2019 may not be issued to anyone whose educational expenses will be primarily funded through personal or family sources. If you plan to have your spouse join you in the U.S., and considering the above information, would you prefer to be issued an (check one) \_\_\_\_ I-20 (F-1) or \_\_\_\_ DS-2019 (J-1)? You may state your preference; however, ISS retains the right to make the final decision in regard to which form will be issued.

**Section B: Financial Certification:**

Gardner-Webb University requires confirmation of financial resources for each nonimmigrant student. This information is required before the immigration document you will use to apply for a student visa to enter the U.S. will be mailed to you. Please understand that coverage for the estimated amount of \$12,000 for the 2009-2010 academic year is required. Fees for other programs may vary so please contact us for financial rates. An additional \$4,400 for a spouse and \$2,700 for each child is also required. Note, if you are to reside on campus this expense could be greater. *These amounts are expected to increase in future years.*

*Please indicate how you will be supported while attending Gardner-Webb:*

1. My financial support will be provided in part by Gardner-Webb University:

G.A Scholarship \_\_\_\_\_ GWU Scholarship \_\_\_\_\_ Athletic Scholarship \_\_\_\_\_

**You must provide original documentation of financial support by mail for amounts not covered by Gardner-Webb  
FAX THIS NOTIFICATION OF INTENT FORM TO: Fax: 704-406-3895**

2. My financial support will be provided by a sponsor, such as an organization, family or myself. Evidence of financial support (such as an original bank letter from your sponsor's bank) certifying financial ability to support your educational and living expenses must be provided. Sponsoring organizations should provide an original letter of support indicating the specific coverage (minimum as required above) and duration of funding.

**EXPRESS MAIL THIS NOTIFICATION OF INTENT FORM AND ORIGINAL FINANCIAL DOCUMENTS TO:  
Gardner-Webb University, Office of International Students & Scholars, Undergraduate Admissions,  
110 S. Main Street, NC 28017**

**The section below must be completed if GWU is not covering your full expenses above.**

Sponsor's Full Name (please print clearly) \_\_\_\_\_  
Last (Family) First (Given) Middle

Sponsor's Signature \_\_\_\_\_ Relationship to Student \_\_\_\_\_

This is to certify that I will be the financial sponsor for (Student's Name) \_\_\_\_\_  
and I will assume full financial responsibility for these expenses while he/she attends Gardner-Webb University.