



# I-20 Request Form

Please mail to: Miles Community College  
Attn: Enrollment Services/International Admissions  
2715 Dickinson | Miles City, MT 59301  
admissions@milesc.edu | FAX: 406.874.6283

Please print or type and submit this completed request form to Enrollment Services with all required documents. Incomplete forms and applications/forms without appropriate documentation will not be processed. With questions, please contact Enrollment Services at 406.874.6101 or admissions@milesc.edu.

## Part I: Personal Information

Family (Last) Name \_\_\_\_\_ First (Given) Name \_\_\_\_\_ Middle Name(s) \_\_\_\_\_

Enter your name EXACTLY as it appears in your country's passport.

Gender:  Female  Male

Permanent, physical address in your home country: Postal Boxes (P.O. Boxes) are NOT accepted.

Number and Street \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Home Country Telephone Number with country code \_\_\_\_\_

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

Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

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

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

## Part II: Application Status

I wish to begin my studies:

Fall Semester (deadline July 15)  Spring Semester (Deadline Nov. 1) Year: \_\_\_\_\_

Please Choose One:

- I am NOT currently in the U.S. and do not have an active F-1 SEVIS record
- I am NOT currently in the U.S. but I have an active F-1 SEVIS record. You must complete the transfer form.
- I am currently in the U.S. with an active F-1 SEVIS record and would like to transfer my F-1 SEVIS record to Miles Community college. You must complete the transfer form.
- I am currently in the U.S. but will be returning to my home country to apply for the F-1 visa stamp at a U.S. Consulate or Embassy.
- I am currently in the U.S. in another status and would like to change my status to F-1 student while remaining the in the U.S.

Please indicate your current status in the U.S.: \_\_\_\_\_

### FOR OFFICE USE ONLY

Date File Complete: \_\_\_\_\_ Date I-20 Issued: \_\_\_\_\_  Mail  Email

SEVIS ID: \_\_\_\_\_ DSO Initials: \_\_\_\_\_

### Part III: Financial Requirements

Per U.S. Department of Homeland Security regulation, students must demonstrate, through approved documentation, the ability to fully fund studies while in the United States. An I-20 will not be issued without satisfactory documentation of funds to support studies in the United States. All documentation must be in English and listed in U.S. Dollars, as verified by a bank and meeting the requirements outlined on the International Student Certificate of Finance. Documentation may be sent to the Enrollment Services office via mail or email.

It is the responsibility of the student to arrive with sufficient funds to pay temporary living expenses, make arrangements for living quarters and meals, register for the first semester of classes, and pay other expenses while living in the United States. Do not expect that you will be able to work in the United States to help meet your annual cost of attendance. On campus employment is limited, and off-campus employment is strictly controlled by U.S. Citizenship and Immigration Services.

Please see the International Student Certificate of Finance for a full description of documentation required.

#### Sponsors

International students are able to have an individual sponsor their studies in the United States. We do not allow company sponsorships. The income of a company is not the income of the owner of the business and will not be accepted as proof of income. The student is responsible for obtaining funds from sponsors and paying education and living expenses on time. Miles Community College does not have emergency funds for students whose sponsors fail to provide promised funds.

All sponsors must complete the Affidavit of Support and be accompanied by evidence that the sponsor has the capability to provide the promised funds for the entirety of your studies. Please refer to the section on the International Student Certificate of Finance to determine acceptable documentation of these funds.

### Part IV: Checklist and Signatures

The checklist below includes requirements for International applicants, beyond those that are required for all applicants to Miles Community College.

- Completed I-20 Request Form
- Passport Biographical Page (the page with your photo ID)
- Proof of English Language Proficiency
- Proof of Medical Insurance Coverage
- International Student Certificate of Finance and all applicable financial documentation
- Sponsor Affidavit form for each sponsor (if applicable)
- I-20 Transfer-In Form (if applicable)

#### **Signatures Required**

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of Miles Community College, including, but not limited to, those rules, regulations, and standards stated in both the catalog and student handbook. If granted admission, I understand it is my responsibility to be informed and knowledgeable about the United States Immigration and Naturalization Services regulations for international students and to comply with the regulations. Funds will be available as required from the sources indicated, and I have attached all required supporting documentation.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature if student is under 18 years of age

\_\_\_\_\_  
Date