



Office of International Student & Scholar Services
1000 Holt Avenue, Box 2780, Winter Park, FL 32789
Tel: (407) 691-1158 Fax: (407) 646-2595
www.rollins.edu/int-students E-mail: oisss@rollins.edu

EXCHANGE STUDENT INFORMATION AND FINANCIAL CERTIFICATION

Rollins College hosts international students from around the world in a variety of different immigrant and non-immigrant visa classifications. The most typical visa classification for exchange students is the J-1. Rollins College is authorized by the federal government to issue the Certificate of Eligibility for J-1, commonly called the Form DS-2019. In order for Rollins to issue the Form DS-2019, students must take the necessary steps described below. Once the Form DS-2019 is issued to a student, the student may apply for a J-1 student visa or status.

What is J-1?

A J-1 visa or status in the student category is issued to a bona-fide student who will enroll full-time in a program of study at an academic or language institution authorized by the Department of State to admit foreign students. Applicants for a J-1 visa or status must prove that they wish to enter or stay in the U.S. temporarily for the sole purpose of study and that they have a permanent residence abroad to which they plan to return.

CHECKLIST FOR OBTAINING J-1 STATUS

Steps to be taken first with the Office of International Student & Scholar Services (OISSS):

Submit the following forms:

- ☐
 - Financial Affidavit - scanned copy accepted
 - Bank documentation - students should keep an **original set** of financial documents for visa or status application
 - Copy of Passport biographical page
- ☐ If approved for participation, receive Form DS-2019 from Rollins
- ☐ Pay Form I-901 (SEVIS) fee to the U.S. Student and Exchange Visitor Program (SEVP) - instructions will be sent with the Form DS-2019; students must retain receipt of payment to be presented at visa application
- ☐ Apply for a J-1 visa at the nearest U.S. Embassy or Consulate
- ☐ If already in the U.S., not in J-1 status, apply for a change in non-immigrant status with the U.S. Citizenship & Immigration Service (USCIS). Contact the OISSS for assistance with the application process
- ☐ If already in the U.S. studying at another institution AND in J-1 status, request your current school to transfer your SEVIS record to Rollins

After obtaining an J-1 visa or status:

- ☐ Make arrangements to arrive in the U.S. - guidance available at website - www.rollins.edu/int-students
- ☐ Attend mandatory International Student Orientation - details will be posted at www.rollins.edu/int-students and emailed to you prior to your program start date
- ☐ Follow immigration regulations for maintaining your J-1 status - basic information included here; details available at www.rollins.edu/int-students
- ☐ Follow check-in procedures of the OISSS

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UNDERSTANDING J-1 REGULATIONS

The following are the basic regulations that all students in J-1 status must follow to maintain their immigration status:

Students must:

1. register full-time every fall and spring semester; summer term is only required if you begin your program in the summer; full-time is 12 or more credits for undergraduate and 9 or more for graduate.
2. report any changes in name, address, or academic program to the OISSS within 10 days of making change.
3. not work off-campus without prior permission from the OISSS.
4. transfer their SEVIS records to Rollins, if transferring to Rollins from another U.S. institution.
5. have a valid passport and Form DS-2019, issued by school where attending.
6. depart the U.S. within 30 days of completing their program of study, unless approved for participation in Academic Training.
7. discuss any employment plans with the OISSS prior to commencement of employment.
8. request a program extension if they will not complete their program of study by the anticipated completion date on the Form DS-2019

In addition to the regulations prescribed by federal law, Rollins policy requires all students in J-1 status to attend International Student Orientation and to follow proper check-in procedures with the OISSS.

UNDERSTANDING THE HEALTH CARE SYSTEM AND INSURANCE IN THE U.S.

From: A joint statement from the American College Health Association and NAFSA: Association of International Educators.

Health care in the United States is a profit making enterprise. This may be very different from health care in your home country which, for example, could be subsidized by your home government and available to you free of charge. In the United States, health care is an industry. A secondary industry has grown in the U.S. related to health care: the health insurance industry. Simply stated, the health insurance purchased by millions of people in the U.S. generates capital (US \$) that pays the medical bills of people who are ill. This concept presumes that the great majority of policy holders will be healthy at any one point in time.

The high cost of health care in the United States presents serious financial risks for foreign students and their accompanying dependents who are not adequately covered by college health services or medical insurance to meet extended needs off campus. Foreign students present a high risk to health delivery agencies when they are under insured as well. It is critical that institutions require adequate health insurance for all students and accompanying dependents and determine an appropriate minimal standard of coverage in order to reduce the damaging direct costs to students. Institutions and college health programs share responsibility to continue to provide support for a vigorous program of education to all concerned parties about the realities of the U.S. health care system and its cost, stressing individual financial responsibility related to the various health services, and the cross-cultural dimensions of health care.

Rollins College has a mandatory health insurance policy for all international students. Students will be automatically enrolled in the health insurance policy. If students can show proof of comparable health insurance coverage, they may submit a request that the insurance premium be waived. Additional information regarding health care and health insurance will be provided to students at the International Student Orientation.



EXCHANGE STUDENT INFORMATION AND FINANCIAL CERTIFICATION

FINANCIAL AFFIDAVIT FOR EXCHANGE STUDENTS

[this form is to be sent directly to the Office of International Student & Scholar Services]

An international applicant accepted for admission to Rollins College who will require a Certificate of Eligibility for a student visa (F-1 or J-1) must submit the following documentation:

- Pages 3 & 4 of this Financial Affidavit (signatures must be handwritten)
- Official bank documentation from a cash account in English, indicating sufficient funds in U.S. dollars available for one year of study. All bank documents must be issued and dated no more than six months prior to enrollment at Rollins College. Students should keep an original set of bank documentation for visa or status application. Please see sample bank letter attached.
- If any financial support is to be provided by one or more sponsors, the Sponsor Affidavit of Support section of this form must also be submitted and the sponsor must provide the required bank documentation.
- If room and board is being provided by a sponsor, the cash value of the room and board must be certified as available either in a bank account or through income as proven by an employer's statement of income.
- Copy of Passport biographical page

Scanned or fax copies of documents can be submitted to OISSS.

STUDENT ATTESTATION:

I, _____, certify that I have _____ U.S. dollars available to me for the following
(insert student's name) (insert amount from total below)
estimate of expenses for my education at Rollins College. I have indicated the source of my financial support below and have attached original bank documentation in English and U.S. dollars. The information I have provided on this affidavit is correct and complete. I know that giving false information on this affidavit or in supporting documentation may result in the cancellation of my admission to Rollins College. I also understand that the entire tuition and general institution fee is due at the time of registration for each term, that the insurance cost is an annual fee, and that costs may rise in succeeding terms.

CRUMMER GRADUATE SCHOOL OF BUSINESS

MIB School of Management Exchange Program

Estimated Expenses for one semester - Fall Term 2016 or Spring Term 2017
(costs are estimated based on an anticipated increase from the previous year's costs)

	U.S. Dollars	Source of Support (indicate self or sponsor*)
Tuition	\$ 18375	<u>covered by exchange agreement</u>
Living Expenses	\$ 12479	_____
Other (health insurance, books and supplies)	\$ 1585	_____
Total:	\$ 32439	

Student Name (LAST, First) as it appears in passport copy attached Signature of Student Date of Signature (mm/dd/yy)

City and Country of Birth Country of Citizenship Date of Birth (mm/dd/yy)

Print Permanent Address in Home Country (Street, City, State/Province, Postal Code, Country)

Phone Number E-mail Address

If already living in the U.S., print U.S. Address:

Street City State Zip

***Each sponsor must complete an affidavit of support (see next page) and submit official bank documentation verifying availability of funds.**

**SPONSOR AFFIDAVIT OF SUPPORT
TO BE COMPLETED BY SPONSOR 1**

I certify that I am willing and able to sponsor _____
(insert student's name)

with the minimum amount of _____ U.S.dollars for her/his tuition and living expenses while attending Rollins
(insert \$ amount)

College. I have attached original bank documentation in U.S. dollars dated and signed by a bank official issued no more than six months before the student's enrollment at Rollins College indicating savings or checking account funds sufficient to sponsor the student.

Signature _____ Date (mm/dd/yy) _____ Relationship to Student _____

Print Name _____ Sponsor's Country of Citizenship _____

Print Address _____

Telephone Number _____ E-mail _____

**SPONSOR AFFIDAVIT OF SUPPORT
TO BE COMPLETED BY SPONSOR 2**

I certify that I am willing and able to sponsor _____
(insert student's name)

with the minimum amount of _____ U.S.dollars for her/his tuition and living expenses while attending Rollins
(insert \$ amount)

College. I have attached original bank documentation in U.S. dollars dated and signed by a bank official issued no more than six months before the student's enrollment at Rollins College indicating savings or checking account funds sufficient to sponsor the student.

Signature _____ Date (mm/dd/yy) _____ Relationship to Student _____

Print Name _____ Sponsor's Country of Citizenship _____

Print Address _____

Telephone Number _____ E-mail _____

**SPONSOR AFFIDAVIT OF SUPPORT
TO BE COMPLETED BY SPONSOR 3**

I certify that I am willing and able to sponsor _____
(insert student's name)

with the minimum amount of _____ U.S.dollars for her/his tuition and living expenses while attending Rollins
(insert \$ amount)

College. I have attached original bank documentation in U.S. dollars dated and signed by a bank official issued no more than six months before the student's enrollment at Rollins College indicating savings or checking account funds sufficient to sponsor the student.

Signature _____ Date (mm/dd/yy) _____ Relationship to Student _____

Print Name _____ Sponsor's Country of Citizenship _____

Print Address _____

Telephone Number _____ E-mail _____

- SAMPLE ONLY -
(to be used as reference only)

(Official bank letterhead)

Date

Rollins College
Office of International Student & Scholar Services
1000 Holt Avenue
Winter Park, FL 32789

Re: Account Holder Name

To whom it may concern,

Please accept this letter to confirm that _____ maintains a _____
(name of account holder) (account type-**cash accounts only***)

with _____. The average annual balance in this account is USD \$ _____.
(bank name)

The current balance in this account is USD \$ _____.

Sincerely,

(title of bank representative)

*** Type of account must be specified in the letter.**