

# Carnegie Mellon University

## Office of International Education

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The information requested on the International Exchange Student Information (IESI) form is required from you to issue a Certificate of Eligibility (I-20) for Carnegie Mellon University. International Students must have a Certificate of Eligibility in order to legally enter and/or remain in the United States. Complete these forms accurately and email them along with all required supporting documents to:

**Complete all forms accurately and email the forms to:**  
[goabroad@andrew.cmu.edu](mailto:goabroad@andrew.cmu.edu)

**Please make the title of the email : "Incoming Exchange Documents - [your name] -[Heinz CMU Australia - [your incoming term i.e. Fall 2022 or Spring 2023]"**

**in the body of the email, include your name, Andrew ID, and Date of Birth**

Please read these instructions and review all details carefully. Keep a copy of these completed forms for your records. It is in your best interest to submit clear and concise documentation to help the process go smoothly. **Files containing incomplete information or insufficient funding will not be processed.** Type all data electronically into the form to ensure readability. Your package should include the following items:

- o Completed International Exchange Student Information Form.
- o Completed and signed Affidavit of Support (if required)
- o Original Financial Documentation – see [this page](#) for thorough details of what is accepted.
- o Copy of the picture page of the passport for the student and any dependent(s)
- o Original TOEFL, Duolingo, or IELTS score report

Due to the high volume of files received in OIE, we are unable to confirm the receipt of your forms. OIE will contact you via email if additional information is needed.

### Useful Links:

Please visit and bookmark the OIE webpage (<http://www.cmu.edu/oie>) where you can review the [Frequently Asked Questions](#) for new international students and the [Settling In Guide](#) for important information.

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## International Exchange Student Information Form

### Heinz AUS Exchange 2022-2023

**Personal Information** You must include a copy of the picture page of your passport to verify your birth date and the correct spelling of your name.

Name: \_\_\_\_\_  
Family Name Given/First Name and Middle Name(s)

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender: \_\_\_\_\_ Email: \_\_\_\_\_  
Month Day Year

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

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

**Foreign Home Address** As a non-immigrant you must provide your permanent, home country address.

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State/Province

\_\_\_\_\_  
Country

\_\_\_\_\_  
Postal Code

### Program Information

**Which semester will you attend?** \_\_\_\_\_

**Carnegie Mellon College:** **Heinz College** **Department/Program:** \_\_\_\_\_

Fall semester begins August 29, 2022. Spring semester begins January 9, 2023. International students are required to attend a mandatory immigration check-in session upon arrival. You will receive an email from OIE about one month before the start of classes with orientation and check-in instructions.

### OIE OFFICE USE ONLY:

College: \_\_\_\_\_ Department: \_\_\_\_\_ Program Code: \_\_\_\_\_ Class: \_\_\_\_\_

## Funding Information

Before OIE can issue your I-20, we must receive proof of financial support for the academic program. The minimum amount of funding you will provide must equal or exceed the expenses noted below. Complete the following 'Source of Funds' section and provide required supporting financial documents. Supporting financial documents MUST be: **1)** In English, **2)** original documentation (no copies, faxes, or scans), **3)** dated less than 6 months from the date of submission, and **4)** clearly state the name of the account holder and the amount of funding available in U.S. dollar equivalent. Refer to our website (<https://www.cmu.edu/oie/foreign-students/coming-to-cmu.html>) for further details.

	One Semester
Living Expenses	\$ 8,243
Books, Supplies, fees, misc.	\$ 2,212
Health Insurance (individual plan, estimate)*	\$ 2,486
<b>TOTAL*</b>	<b>\$ 12,941</b>

Note: Expenses listed above are estimates. Actual costs may vary depending on program and living arrangements.

Complete the following 'Source of Funds' section and provide the required supporting financial documents. If you have questions about acceptable sources of funds, please see our website - <https://www.cmu.edu/oie/foreign-students/coming-to-cmu.html> . Click "Document Your Financial Support."

Source of Funds:

<b>Personal Funds</b> – original bank statements or funds in your name, including educational loans	
<b>Family or Individual Sponsors</b> – original bank statement(s) or bank letters plus the completed Affidavit of Support for each sponsor.	
<b>Employer or Private Organization</b> – original letter from the sponsoring organization or employer describing the exact amount provided and the period of funding.	
<b>Government Funding</b> – an original letter from the sponsoring governmental organization describing the exact amount provided and the period of funding.	
<b>TOTAL</b> (must meet or exceed the expenses calculated above)	

Life insurance policies, tax statements, payroll statements, retirement/pension accounts, Chartered Accountant statements, real estate (rental or intended sale of), and personal property are **not acceptable** as sources of funding.

By signing my name to this form I certify that 1) I have read the instructions, completed all information accurately and the above information is true and correct to the best of my ability, and 2) the above is a true and correct statement of the arrangement for financing my studies at Carnegie Mellon University.

Print and sign.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Affidavit of Support for Financial Sponsor Heinz AUS Exchange 2022-2023 2022-2023

This affidavit is required only when the student is funded by a family member or personal sponsor. **Section A** should be completed by student. **Section B** and **Section C** are to be completed by the sponsor and submitted with original financial documents. This form may be photocopied for additional sponsors. Return the completed form(s) and supporting documents as noted in the INSTRUCTIONS of the International Exchange Student Information Form.

### Section A: Student Information

Name: \_\_\_\_\_ / \_\_\_\_\_  
Family Name First Name and Middle Name(s)

Current Home University: \_\_\_\_\_

Carnegie Mellon College: **Heinz College** Department/Program: \_\_\_\_\_

Which semester(s) will you attend? \_\_\_\_\_

### Section B: Sponsor Information

Name: \_\_\_\_\_ / \_\_\_\_\_  
Family Name First Name and Middle Name(s)

Sponsor Address: \_\_\_\_\_

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

Email: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

	One Semester
Living Expenses	\$ 8,243
Books, Supplies, fees, misc.	\$ 2,212
Health Insurance (individual plan, estimate)*	\$ 2,486
<b>TOTAL*</b>	<b>\$ 12,941</b>

Note: Expenses listed above are estimates. Actual costs may vary depending on program and living arrangements

### Section C: Certification of Support

**Original** financial documents, such as official bank letters or statements, showing available funds for at least the minimum expenses shown above are required. Supporting financial documents must be: **1)** in English, **2)** original documentation (no copies, faxes or scans), **3)** dated less than 6 months from submission, and **4)** clearly state the name of the account holder and the amount of funding available in U.S. dollar equivalent. Foreign currency will be converted upon review, if necessary.

I confirm I will provide financial support to the above-named student in the amount of \$\_\_\_\_\_ during this student's exchange program of study at Carnegie Mellon University.

Print and sign.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_