A Certificate of Eligibility Form I-20 is a document issued by Manhattan School of Music certifying that a student has met the academic and financial ability criteria for study at the institution. United States Citizenship and Immigration Services (USCIS) has given Manhattan School of Music permission to issue Form I-20's the institution must receive necessary financial documents from students in order to meet the federal requirements for this privilege.

Upon approval for and receipt of the Form I-20 from Manhattan School of Music, students will be eligible to apply for the F-1 Student Visa at the United States Embassy or Consulate in their home countries. Because the application process for the Form I-20 and F-1 Student Visa can take several weeks, it is extremely important for students to be prepared and plan ahead. ONLY original financial documents with official English translations will be accepted in applying for the Form I-20. These original documents will be returned to the students for use at their visa appointment once they have been approved for the issuance of the Form I-20. In order to receive the I-20 in a timely manner, please make note of the following deadlines for the I-20 Application:

<table>
<thead>
<tr>
<th>FALL SEMESTER:</th>
<th>Applications are due BEFORE June 1st</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRING SEMESTER:</td>
<td>Applications are due BEFORE December 1st</td>
</tr>
<tr>
<td>* Students will be charged for I-20 express mail delivery for applications received after the given deadlines.</td>
<td></td>
</tr>
</tbody>
</table>

Canadian Citizens do not need a visa to enter the United States; however, they must present a Form I-20 and financial documents to the United States Customs and Border Protection upon entry to obtain legal student status.

Please address all immigration related questions to International Student Services by email at isa@msmny.edu. Address all admission-related questions to the Office of Admission by email at admission@msmny.edu or call (917) 493-4436.

I-20 APPLICATION CHECKLIST:

- [ ] Completed I-20 Application
- [ ] Completed and Notarized Certification of Finances Form (Page 4)
- [ ] Official bank statements from checking or savings account in ORIGINAL form
- [ ] Confirm MSM Enrollment on MSM Portal and pay $500 Confirmation Fee (To be sent to the Office of Admission)
- [ ] Completed Transfer Form (if transferring SEVIS record from another U.S. institution)
- [ ] Copies of valid passport, visa (if applicable), I-94 record (if applicable), and all previous I-20's

Mail the completed Form I-20 Application and supporting financial documentation with official English translations to:

Manhattan School of Music
International Student Services
120 Claremont Avenue
New York, NY 10027
Estimated Financial Requirements
2017 – 2018 Academic Year

In accordance with United States Immigration Law [8 C.F.R. § 214.3 (k) (2); § 214.4 (a) (1) (ix)], Manhattan School of Music must obtain reliable documentation that the student has financial resources adequate to meet expenses (tuition and living expenses) while studying at the School. Students must prove with official documentation that funds exist at least for the student’s first year of study and that, barring unforeseen circumstances, adequate funding will be available from the same or equally dependable sources for subsequent years. This is the same standard that consular and DHS (Department of Homeland Security) officers will use to determine a student’s financial ability.

The following amounts reflect the estimated cost of tuition, fees, living expenses, health insurance, and other miscellaneous expenses for the 2017–2018 academic year:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$45,375</td>
</tr>
<tr>
<td>General Student &amp; Registration Fees</td>
<td>$600</td>
</tr>
<tr>
<td>Housing</td>
<td>$10,250</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$2,600</td>
</tr>
<tr>
<td>Food</td>
<td>$5,225</td>
</tr>
<tr>
<td>Books/Music</td>
<td>$1,000</td>
</tr>
<tr>
<td>Transportation</td>
<td>$1,600</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$3,000</td>
</tr>
<tr>
<td><strong>Total Estimated Expenses</strong></td>
<td><strong>$69,650</strong></td>
</tr>
</tbody>
</table>

**Transfer Students**

Students coming to Manhattan School of Music directly from another institution in the United States must complete and submit the SEVIS Transfer Form (Page 5) attached to this application. This form is for the purpose of transferring the student’s SEVIS record, which is needed in order to issue a Form I-20 from Manhattan School of Music. Students currently enrolled at another school in the United States who are planning to travel outside the U.S. before enrolling at Manhattan School of Music must inform the International Student Advisor at MSM before leaving the United States. In this case, the student must receive the transfer Form I-20 from Manhattan School of Music before re-entering the United States.
APPLICATION FOR SEVIS FORM I-20
MANHATTAN SCHOOL OF MUSIC

Family Name: ____________________ First Name: ____________________ Middle Name: ____________________
(Write your name EXACTLY as it appears in your passport)

Country of Birth: __________________ Country of Citizenship: __________________

Date of Birth (MM/DD/YY): ______________ Gender: ______ Male ______ Female

E-MAIL: __________________________ Telephone: __________________________

Fax: ______________________________

Mailing Address for I-20:
Street
City
Province/Territory
Postal Code
COUNTRY

Permanent Foreign Address:
Street
City
Province/Territory
Postal Code
COUNTRY

When were you notified of your admission to Manhattan School of Music? ________________________ Date

Do you have Summer English Study requirement at MSM? ______ YES ______ NO

Degree you are pursuing: ______ Bachelor of Music ______ Postgraduate Diploma

______ Master of Music ______ Doctor of Musical Arts

______ Professional Studies Certificate ______ Artist Diploma

Instrument/Major: _____________________________ (Circle One) CLASSICAL or JAZZ

Are you currently in the United States? ______ YES ______ NO

If yes, what is your immigration status? ______ F-1 ______ F-2 ______ B-1/B-2 ______ J-1 ______ Other ______
(If F-1, please list your current/previous school: ____________________________)

*F-1 Students currently in the United States with an I-20 from another institution MUST have the SEVIS Transfer Form
completed by the Office of International Students at their previous school.

Marital Status: ______ Single ______ Married

If married, will your dependents accompany you to the U.S.? ______ YES ______ NO

Please provide information for any F-2 dependents (Spouse and/or Child) accompanying the student to the US:

Name (Family, First, Middle) __________________________ Date of Birth __________________________ Relationship to Student __________________________ Country of Citizenship __________________________

________________________________________________________________________________________

________________________________________________________________________________________

*The estimated cost for dependents is $9,500 for a spouse and $6,500 per child. Students must show support for self and each
dependent to receive dependent Form I-20.
CERTIFICATION OF FINANCES

<table>
<thead>
<tr>
<th>Source of Financial Support</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PERSONAL SAVINGS</td>
<td>$_______________</td>
</tr>
<tr>
<td>Attach an official bank statement in ORIGINAL form with official English translation showing sufficient funds in $USD from a checking or savings account. Personal funds will be divided by the number of years of the program of study. This amount will indicate how much personal funds the student can contribute toward their studies each year.</td>
<td>$_______________</td>
</tr>
<tr>
<td>2. MANHATTAN SCHOOL OF MUSIC</td>
<td>$_______________</td>
</tr>
<tr>
<td>Attach a copy of award letter</td>
<td>$_______________</td>
</tr>
<tr>
<td>3. FUNDS FROM FAMILY OR SPONSOR</td>
<td>$_______________</td>
</tr>
<tr>
<td>Each sponsor must complete and have notarized the Affidavit of Support (below) and attach an official bank statement in ORIGINAL form with official English translation showing sufficient funds in $USD from a checking or savings account.</td>
<td></td>
</tr>
<tr>
<td>Name of Sponsor</td>
<td>$_______________</td>
</tr>
<tr>
<td>4. OTHER</td>
<td>$_______________</td>
</tr>
<tr>
<td>Attach copies of any award letters, terms of loan, etc. in $USD.</td>
<td>$_______________</td>
</tr>
<tr>
<td>5. TOTAL FINANCIAL SUPPORT</td>
<td>$_______________</td>
</tr>
<tr>
<td>Amount should equal at least $69,650.00</td>
<td>$_______________</td>
</tr>
</tbody>
</table>

Student Applicant:

“I certify that the information listed on this form is true and complete. I understand that any misrepresentation may be cause for the denial of my request for a Manhattan School of Music sponsored F-1 nonimmigrant student status.”

________________________________________________  _ __________________________
Student Signature                 Date

AFFIDAVIT OF SUPPORT
(To be completed by each sponsor and certified by a NOTARY PUBLIC)

I hereby certify that I, __________________________ _____________, am able, willing, and promise to provide for ___________________________________ with at least $__________________ per year to meet his/her expenses during each year of study at Manhattan School of Music. I have submitted a bank statement to prove that the promised financial resources are available.

___________________________________________________ __              _________________________
Signature of Sponsor                Date

**OFFICIAL STAMP of NOTARY PUBLIC   **SIGNATURE of NOTARY PUBLIC         DATE
or BANK OFFICIAL          or BANK OFFICIAL
APPLICATION FOR SEVIS FORM I-20
MANHATTAN SCHOOL OF MUSIC

SEVIS TRANSFER FORM

***This form is to be completed ONLY by International Students currently in the United States in F-1 status at another institution and is for the purpose of transferring the student’s SEVIS record to Manhattan School of Music.

PART I: To be completed by STUDENT

STUDENT NAME: ___________________________________________________________________________________

Last    First                     Middle

DATE OF BIRTH (MM/DD/YY): _____________________________________________________________________

CURRENT U.S. ADDRESS: ________________________________________________________________

City    State       Zip Code

EMAIL ADDRESS: ____________________________________________________________________________

APPLICANTS SHOULD SUBMIT THE I-20 APPLICATION BEFORE TRANSFERRING SEVIS RECORD

PART II: To be completed by DSO (Designated School Official) at current school

1. To the best of your knowledge, is this student eligible for a SEVIS transfer? YES ________ NO ________

If NO, please explain: _____________________________________________________________________

________________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

2. SEVIS I.D. # N__________________________________________________ __________________

3. SEVIS Release Date: _____________________________________________________________________

SEVIS School Code for Manhattan School of Music: NYC214F00436000

Please mail, fax or scan SEVIS Transfer Form to: International Student Services
Manhattan School of Music
120 Claremont Avenue
New York, NY 10027
Phone: (917) 493-4460
Fax (917) 508-4857
isa@msmny.edu

Name and Title: __________________________________________________________________________

Institution: ____________________________________________________________________________

Institution Address: _____________________________________________________________________

Phone: ________________________________________________________________________________

Signature: __________________________ Date: __________________