Congratulations on your admission to Carnegie Mellon University! You have been identified as an international student (not a U.S. citizen or permanent resident) and you must follow additional procedures to ensure that you will be able to attend Carnegie Mellon and arrive on time. These procedures and other details are outlined below. Please read this information carefully. Complete the International Student Information Form and Affidavit. Print, sign and return the forms with the original financial documentation and a copy of the picture page of your passport to:

Carnegie Mellon University
Office of International Education
Posner Hall, 1st Floor
5000 Forbes Avenue
Pittsburgh, PA 15213, USA

DEMONSTRATING FINANCIAL SUPPORT
Before the Office of International Education (OIE) can issue a Certificate of Eligibility (I-20 or DS-2019), you must show that you have financial support for the duration of your degree program, typically four years (architecture is five years). OIE must receive proof of funding for the first academic year and specific information about how you will obtain funding for the remaining years of the program.

If someone other than yourself will be paying your expenses (such as a parent or guardian), s/he will need to provide the proof listed below as well as the enclosed Affidavit of Support form, which specifies the amount of money that will be provided for each year. You can view further details about acceptable financial support on the OIE website at cmu.edu/oie/foreign-students/coming-to-cmu.html, “Foreign Students, Coming to Carnegie Mellon.”

Examples of proof of funding are:
• Original bank statements
• Original letterhead from a bank stating the amount of money the sponsor maintains in the account
• Official investment statement (OIE will accept 50% of the value of investments)

Although proof of funding may have been submitted with your initial application, you must submit the required proof of funding to OIE for immigration document processing. You will also be required to provide the same proof of funding to the consulate/embassy official during the visa interview.

NOTE: OIE will not accept Chartered Accountant statements, College Board Certification of Finances forms, life insurance policies or retirement funds. Copies or fax submissions aren’t acceptable.

To provide you with an immigration document, you must submit all of the following:
1) original International Student Information Form, completed accurately
2) original Affidavit of Support, completed (required only if someone other than the student will finance the education)
3) original bank or investment statements showing liquid assets to finance the cost of tuition and living expenses
4) copy of the picture page of your passport, which is used to verify your birth date and the correct spelling of your name

PLEASE NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED. SEND ALL FORMS AND DOCUMENTS AS ONE COMPLETE PACKAGE.

RECEIVING YOUR IMMIGRATION DOCUMENT (I-20 OR DS-2019)
OIE at Carnegie Mellon will prepare your Certificate of Eligibility (I-20 or DS-2019) during the months of May through July after receiving complete information, financial documents and confirmation of enrollment deposit from the Office of Admission. It’s imperative that OIE receives your complete forms and financial information so we can get the immigration document to you in a timely manner and allow you sufficient time to apply for a U.S. visa. Be sure to provide an email address on the International Student Information Form so we may contact you if further information is needed.

Students who receive government funding and whose government has sent a written request for J status will receive a DS-2019 form, which will be used to apply for a J-1 student visa. All other students will receive an I-20 form that will be used to apply for an F-1 visa.

When the Certificate of Eligibility (I-20 or DS-2019) is ready to be shipped, you will receive an email from OIE with shipping instructions.
APPLYING FOR THE U.S. VISA
The I-20 or DS-2019 sent to you by OIE will allow you to apply for a student visa at a U.S. consulate or embassy in your home country. Prior to applying for the visa each student must pay the SEVIS fee. You will receive instructions about how to pay this fee with the immigration document as well as important visa application, arrival and orientation information.

INDIVIDUALS CURRENTLY IN THE U.S.
If you are in the U.S. in student or other non-immigrant status, there are special procedures that you must follow in order to remain legally in the U.S.

Incoming students currently in the U.S. in F-1 or J-1 student status must request a transfer of your SEVIS record from the present institution to Carnegie Mellon. Follow the instructions on the International Student Information Form. You may also view the instructions at cmu.edu/oie/foreign-students/coming-to-cmu.html, “Coming to Carnegie Mellon from within the U.S.”

Incoming students in another immigration status (i.e., E-2, L-2) may need to change their status with U.S. Citizenship and Immigration Services (USCIS). If you indicate on the International Student Information Form that you need to change your visa status, OIE will send you information on how to do this. Although we recommend you schedule a telephone appointment with an OIE advisor before you file the application. Change of status instructions may be found at cmu.edu/oie/foreign-students/docs/change-status.pdf.

If you have questions about either of these procedures you may contact OIE at 412.268.5231 to be scheduled to talk with an OIE advisor.

INTERNATIONAL UNDERGRADUATE ORIENTATION
Carnegie Mellon’s Office of International Education (OIE) conducts an orientation session for international students and their family members, in addition to a mandatory immigration check-in session. These sessions are tentatively scheduled for Sunday, August 18, 2019, during the Welcome Day for new students and their family members. Residence hall move-in times are tentatively scheduled for Saturday, August 17, 2019. Specific orientation information will be posted during the summer at cmu.edu/student-affairs/orientation/orientation.

LANGUAGE SUPPORT FOR NONNATIVE ENGLISH SPEAKERS
The Intercultural Communication Center (ICC) provides language support to nonnative English speakers so that they can develop the skills needed to succeed in their academic programs. See the website at cmu.edu/icc.

FOR MORE INFORMATION
If you have questions about any of the enclosed information or about Carnegie Mellon in general, email the Office of Admission at admission@andrew.cmu.edu. For immigration or visa-related issues, email OIE at oie@andrew.cmu.edu or visit the OIE website at cmu.edu/oie.