

Applicant Information Form



In accordance with U.S. federal regulations, this form is used to request documents (I-20 or DS-2019 Forms) for F-1 or J-1 student immigration status for full-time study at Georgetown University School of Continuing Studies (Georgetown SCS). A completed Applicant Information Form and requested documentation must be received before Georgetown SCS will issue an immigration document that can be used to request an F-1 or J-1 visa from a U.S. embassy or consulate abroad.

PART 1: BIOGRAPHICAL INFORMATION

Family Name(s): _____

First Name(s): _____

Middle Name(s): _____

Date of Birth (Month/Day/Year): _____ Gender: Male Female

City of Birth: _____ Country of Birth: _____

Country (ies) of Citizenship: _____ Country (ies) of Legal Permanent Residence: _____
(You must use this passport to enter the United States.)

What is your occupation in your home country? _____ Georgetown ID # _____

Entry Term: Spring 2018

Program: Master of Professional Studies (MPS) in _____

Bachelor of Arts in Liberal Studies (BALS)

Master of Arts in Liberal Studies (MALS)

Doctor of Liberal Studies (DLS)

Executive Master of Professional Studies (EMPS) in _____

PART 2: IMMIGRATION STATUS

Read all options carefully and mark the one that best applies to you. If choosing between F-1 and J-1 status, please consult the [Comparison Chart](#).

NEW F-1 OR J-1 STUDENT

I intend to study in F-1 status. I intend to study in J-1 status.

I will enter the United States using my Georgetown University-issued document and an F-1 or J-1 visa in my passport.

CHANGE OF STATUS

I am currently in the United States in an immigration status other than F-1 or J-1. My current immigration status is: _____.

I intend to change my immigration status to: F-1 J-1

Choose one option below:

I will not leave the United States prior to the start of my program and will apply to USCIS for a change of status.
Please retain a copy of your entire application, including the check. Contact SCS if you need assistance at scsimmigration@georgetown.edu.

I will apply for an F-1 or J-1 visa at a U.S. consulate or embassy abroad prior to the start of my program.

[] CURRENT GEORGETOWN STUDENT CHANGING DEGREE PROGRAM

I am currently studying in valid F-1 or J-1 immigration status at Georgetown University and will be changing degree programs. If I choose to travel internationally prior to beginning my new program, I will show the border official my NEW Georgetown University-issued I-20 or DS-2019 Form upon re-entry to the United States.

[] TRANSFER STUDENT

I must transfer my immigration status from my current institution to Georgetown SCS. I am...

- an F-1 or J-1 student currently enrolled at a U.S. institution other than Georgetown University;
- an F-1 student who completed studies in F-1 status within the last 60 days;
- an F-1 student currently engaged in Optional Practical Training; or
- a J-1 student currently engaged in Academic Training.

Transfer students must contact their International Student Advisor at the previous institution to release the SEVIS record to Georgetown SCS. Georgetown SCS will issue the I-20 or DS-2019 Form *only* after receiving a [Transfer-In Form](#) and all other requested documentation. The transfer release date must be reached before Georgetown SCS may issue the document. **Transfer must be completed one week prior to start of program.**

- F-1 students must arrange for transfer of the SEVIS record within 60 days following successful completion of a program of study at another school or within 60 days following an authorized period of Optional Practical Training.
- J-1 students must arrange for transfer of the SEVIS record prior to the expiration of the DS-2019 Form.

If you depart the United States during this transfer period, you must use the Georgetown-issued I-20 or DS-2019 Form when you re-enter.

PART 3: ESTIMATED EXPENSES AND START DATES

International students requesting an I-20 or DS-2019 Form from Georgetown University must provide financial documentation to meet the expenses of the academic programs for the first year of study (F-1) or total duration of program (J-1). Please see your program costs itemized, start date of program, and any dependent expenses [here](#):

Fill in the amounts: Total Program Cost: \$ _____ + Total Dependent Expenses: \$ _____ =Total \$ _____

PART 5: CERTIFICATION AND DATE

[] I understand that **my immigration document cannot be processed until I upload all required documents to the Student Portal**. I certify that all of the information reported is true and that I will arrive in the United States by my program start date (listed [here](#)).

Today's Date: _____

SUBMITTING YOUR APPLICANT INFORMATION FORM

Please upload this form to the Student Portal. All responses must be TYPED. **Only PDF documents will be accepted.**

CHECKLIST FOR UPLOADING DOCUMENTS TO THE STUDENT PORTAL

Have you...

- obtained a photocopy of the biographic (photo) page in your passport and the passports of any dependents? Upload to the Student Portal!
- obtained financial documents showing numeric amounts and type of currency? Upload to the Student Portal!
- obtained a letter of support from sponsor or family member (if applicable)? Upload to the Student Portal!
- obtained Proof of English proficiency (J-1 students ONLY!). Upload to the Student Portal.
- obtained a completed Transfer-In Form and transfer documents (transfer students ONLY!)? Upload to the Student Portal!
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