



Trinity Evangelical Divinity School
Trinity Graduate School

Certificate of Finance Form

Per U.S. law, individuals applying for a F-1 or J-1 visa are required to show proof of funding. This information must be submitted both the school an individual wishes to attend and also to the U.S. embassy.

Please scan and send the following to isso@tiu.edu:

- 1. This Certificate of Finance form
2. Supporting financial documents
3. Copy of your passport (and any dependent's)

Please allow 1-2 weeks processing time.

Please make a copy of this document and all other supporting documents. You will be required to present these documents at the U.S. embassy or consulate when you apply for the F or J visa.

Section 1: Biographical Information

Please write name exactly as it appears on passport.

Name Last Name (surname) First name (given name) Middle name

Birth City: Birth Country:

Gender: Date of Birth:

Country of Citizenship: E-mail Address:

Country of Permanent Residence: Program of Study:

Passport Number:

(Please attach a copy of your passport information page and that of your dependents, if applicable)

Home Country Address:

U.S Address (if already in the U.S.)

Phone Number:

Please supply a phone number for delivery of I-20.

Address 1

Address 1

Address 2

Address 2

City State/Province

City State/Province

Zip/Postal Code Country

Zip/Postal Code Country

If you are currently in the United States, please fill out the following section.

Current Visa Status: _____ Current School: _____

If you are currently in the US as an F-1 or J-1 student, when does your current I-20 (F visa holder) or DS-2019 (J visa holder) expire? _____ / _____ / _____

*If you are already in the U.S. studying at another school, please also be sure to fill out the Transfer Release Form.

Alternate Contact Information

In the event of an emergency, or in the event that we are not able to reach you, please provide an alternate contact information so we may reach you.

Name _____
Last Name (surname) First name (given name) Middle name

Phone: _____ E-mail Address: _____

Section 2: TEDS/TGS Financial Information

Trinity Evangelical Divinity and Graduate School

Master's Program

	Per Semester	Per Year
Tuition (10 hrs/semester)	\$7,200	\$14,400
Fees, Books & Supplies	\$775	\$1,550
Total	\$7,975	\$15,950

Doctoral Program

	Per Semester	Per Year
DMin		
Tuition (9 hrs/semester)	\$5,535	\$11,070
Fees, Books & Supplies	\$735	\$1,470
Total DMin	\$6,270	\$12,540

PhD

Tuition (9 hrs/semester)	\$7,605	\$15,210
Fees, Books & Supplies	\$735	\$1,470
Total PhD	\$8,340	\$16,680

TEDS/TGS Living Expenses

	Per Semester	Per Year (Fall & Spring)
Single Residency Hall		
Single Room (Owens) *	\$2,200	\$4,400
Board (dining hall meal plan)	\$2,400	\$4,800
Health Insurance **	\$315	\$630
Clothing and Daily Necessities	\$750	\$1,500
Gasoline and Car Insurance	\$800	\$1,600
Total	\$6,465	\$12,930

* Cost is based on Owens 800/900B, single room in triad suite, no kitchen. Students planning to stay on campus during the summer term can expect \$150/week of housing expenses.

TEDS/TGS Living Expenses Continued

Married, No Children	Per Month	Per Year
1 Bedroom Apartment (Unfurnished)	\$950	\$11,400
Food and Utilities	\$620	\$7,440
Health Insurance **	\$110	\$1,320
Clothing and Daily Necessities	\$300	\$3,600
Gasoline and Car Insurance	\$300	\$3,600
Total	\$2,280	\$27,360

Married, One Child	Per Month	Per Year
2 Bedroom Apartment (Unfurnished)	\$1,200	\$14,400
Food and Utilities	\$650	\$7,800
Health Insurance **	\$110	\$1,320
Clothing and Basic Needs	\$500	\$6,000
Gasoline and Car Insurance	\$300	\$3,600
Total	\$2,760	\$33,120

Married, Two Children	Per Month	Per Year
3 Bedroom Apartment (Unfurnished)	\$1,390	\$16,680
Food and Utilities	\$800	\$9,600
Health Insurance **	\$110	\$1,320
Clothing and Basic Needs	\$700	\$8,400
Gasoline and Car Insurance	\$300	\$3,600
Total	\$3,300	\$39,600

** F1 graduate students are not required, but are strongly encouraged, to have health insurance. Whereas, all J visa students are required to have health insurance. Insurance rate is based on market rate for basic coverage.

Financial Documentation Requirements

Please fill in the Financial Worksheet below, to assess your expenses and sources of support indicate your sources of funding for your first year of Study at Trinity. Although we only need to certify funding for your 1st year of study in order to issue your I-20 or DS-2019, it is imperative that you confirm necessary funding for each year of your study at Trinity.

Financial Worksheet Minimum Amount Required (Please write in amount from section 2)	Per Year Amount
1. Tuition	
2. Fees, Books & Supplies	
3. Rent	
4. Living Expenses If Married, please include costs for self and dependents (spouse & children)	
Total Required:	

Sources of Support Continued	Amount for 1st Year
Individual (Personal) Savings:	
Family or Sponsor Funding	
Scholarship /Organizational/Church Support	
University Awards from TIU	
Total Support: Total Support is equal to or exceeds Total Required from above table.	

Statement of Truth and Consent

I, _____ (applicant's printed name) certify that the information provided is correct and complete. I further certify that the total amount of money that I have available for my first academic year of Study at Trinity International University is \$_____. I understand that I am ultimately responsible for all expenses for the length of my stay in the United States.

Applicant's Signature _____ Today's Date _____

Financial Documentation

Please **scan and send** the following to **isso@tiu.edu**:

1. This Certificate of Finance form
2. Supporting financial documents
3. Copy of your passport

Please make sure copies are clear and easily readable to prevent further delays. Please also name and number your file attachments if you are sending multiple files. Please allow 2-3 weeks processing time.

Proof of funding documentation could include:

Individual Funding

- Bank statement OR bank letter verifying that the funds are available.
- This statement or bank letter should list your name.

Family or Sponsor Funding

- Bank statement OR bank letter. This is the clearest form of documentation. This statement or bank letter should list your name.
- Letter from sponsor's employer stating yearly income and illustrating the income is high enough to cover both the sponsor's expenses and provide support for the student.
- All family or sponsor funding must also have a Notarized Affidavit of Support letter (See page 2 of this document for sample affidavit letter). The Notarized Affidavit of Support is a letter from your family or sponsor that must be notarized by a legal notary in your home country. "Notarized" means that you have sworn under oath that the facts in the affidavit are true, the document has been signed in front of a notary public, and a notary public has signed and put a seal on the affidavit. The notary must see you sign it in front of him or her. For example, if you write \$14,000 in support in your COF, your sponsor will need to write that amount in their letter.

Church/Organization/Scholarship Funding

- Official letter from the church or organization written on official letterhead, stating your name, the amount of the scholarship that you will receive each year, and how long the scholarship/funding will be awarded.
- In some cases, a bank statement may also be required. We will contact you if that is the case.

Bank Statement Guidelines

- Bank information can be submitted in the form of an account statement or a letter from the bank stating the amount of funding currently available. The bank information should include the person's name, date, current balance and type of currency. The bank statement should be in English but the amount does not need to be in USD. The bank statement should be a recent date (no older than 3 months).
- Please also check with your local embassy to see if they have any further requirements. Some embassies require an account statement from the past 6 months.

Other Forms of Financial Documentation

- Statements from stock or other investments are acceptable forms of financial documentation.
- Real estate or property information is not an acceptable form of documentation.

F-1 Visa or J-1 Visa Selection Form

Please review this information to determine which visa best fits your situation and goals. Please submit this Visa Selection Form, along with your requested status, with your Certificate of Finance.

F-1 Status (Form I-20)

Study

Student must be admitted to a program of study leading to a specific educational objective.
Student must show sufficient evidence of financial support.

Health Insurance

- Student is strongly encouraged to obtain Health Insurance for self and dependents per university policy.

Employment

On-campus employment is permitted without special authorization. A student can work up to 20 hours a week while school is in session and full time during breaks and holidays.
Off campus employment is prohibited per U.S. law.
There are a few exceptions when off campus employment is permitted such as situations in which a student is meeting a requirement of their degree program such as an internship.
Off-campus employment after graduation is permitted (up to 12 months) with authorization from USCIS.

Dependents

Employment: Per U.S. law, F-2 dependents are not permitted to work on or off campus.
F-2 spouses may enroll in classes on a part time basis. To enroll full time, a spouse would need to change to F-1 status.
F-2 dependent children may attend grades K-12 full-time.

J-1 Status (Form DS-2019)

Study

Student's study must lead to a specific educational objective, but is not required to complete a program of study.
Student must have a minimum of 30% of total funding coming from an institutional or organizational source. Personal and family funds do not qualify as institutional support or university funding.
Individuals in J-status may be subject to 212(e), the 2-year home residency requirement. If subject, an individual would be required to spend 2 years in his or her home country before becoming eligible to return to the U.S. in H-1B, L, K, or Permanent Residency status

Health Insurance

Student must have insurance that has a minimum of \$100,000 in coverage, a maximum deductible of \$500, repatriation of remains at \$25,000, and medical evacuation of \$50,000. This is required by the U.S. government for all J-1 and J-2 (dependents)

Employment

On-campus employment is permitted with International Student & Scholar authorization. A student can work up to 20 hours a week while school is in session and full time during breaks and holidays.
Academic Training, either before and after graduation, with approval of faculty, may be authorized by the International Student & Scholar Office for up to 18 months or for the length of your program, whichever is shorter. Doctoral students may be eligible an additional 18 months of academic training, following their graduation.

Dependents

Employment: J-2 dependents may apply for work authorization after they arrive in the U.S. Authorization involves an application to the United States Citizenship and Immigration Service. Approval can take up to 3 months and there is a filing fee of \$410.
Study: J-2 dependents may attend school full or part time without special authorization.

Status Requested: _____
