



REQUESTING THE FORM I-20 FOR INTERNATIONAL STUDENTS

The Certificate of Eligibility for Nonimmigrant (F-1) Student Status is better known as “the I-20.” This 3-page form is issued by AMDA and other schools that are authorized by the Student & Exchange Visitor Program (SEVP) to accept international students. Once accepted to AMDA, immediately fill out an application for the I-20, as the visa process can take some time. Without this document, international students cannot apply for a U.S. visa and/or enter the United States. **Although Canadian citizens do not need a visa, they do need to request the Form I-20 from AMDA and pay the SEVIS I-901 fee.**

I-20 Application Instructions:

1. Complete the AMDA Application for the I-20, included with these instructions.
2. Carefully read Section 5, Financial Information.
3. Parents or guardians, if financially responsible for the student’s education, must complete and sign an Affidavit of Support. This affidavit is a legal promise to the United States government that the parents/guardians will provide the named student with a specific amount of money to cover tuition and other expenses for every year that he/she studies at AMDA.
4. Each non-parental financial sponsor (person or organization) must also complete and sign a separate Affidavit of Support.
5. Each signed Affidavit of Support must be accompanied by documents that prove existence of adequate financial resources. Following is a list of generally acceptable supporting documents:
 - a. Bank statements
 - b. A letter indicating current account balance(s) signed by a bank officer. It must be on official letterhead, with bank seal.
 - c. A letter or statement from brokerage houses or other financial institutions that show the value of cash or other liquid assets held by the parent or sponsor.
 - d. A letter or statement of earnings from the parent(s)’ or sponsor(s)’ employer with recent pay stubs, if available. This must be on official letterhead, signed and dated by the appropriate employer representative, such as Human Resources or Payroll.
 - e. A letter from the parents’ or other sponsor(s)’ attorney and/or accountant.
 - f. Proof of loan approval from your loan institution

NOTE: Documents must be in English; otherwise, a certified translation must also be provided.

What to send to AMDA:

1. COPIES of the completed I-20 Application, signed Affidavit(s) of Support, and supporting documents proving financial resources. You will need the ORIGINALS for your visa interview
2. Photocopy of valid passport
3. Photocopy of Form I-94, if you have ever traveled to the U.S. in the past.
If you crossed by land into the U.S., this form would be a card stapled to your passport. If you traveled by airplane or ship, a digital copy can be printed from <https://i94.cbp.dhs.gov/>
4. First term payment(s) in accordance with your AMDA Payment Agreement. Once payment is received, a letter verifying your total payment(s) will be sent along with the Form I-20. This will help support your application for a U.S. visa. Refer to Regarding Payments later in this document for more information.
5. Send all the above items to the campus of interest:

NEW YORK CAMPUS
AMDA
Office of Admissions
211 West 61st Street
New York, NY 10023

LOS ANGELES CAMPUS
AMDA
Office of Admissions
6305 Yucca Street
Los Angeles, CA 90028

Other contact information:

NEW YORK APPLICANTS
Office of Admissions
212-787-5300
Toll Free: 800-367-7908
Fax: 212-247-0488
AdmissionNY@amda.edu

Mark Brooks
International Student Advisor/PDSO
212-957-3305
mbrooks@amda.edu

LOS ANGELES APPLICANTS
Office of Admissions
323-469-3300
Toll Free: 800-367-7908
Fax: 323-469-5246
AdmissionsLA@amda.edu

Milyn Villareal
International Student Advisor/PDSO
323-603-5935
mvillareal@amda.edu

APPLYING FOR THE U.S. VISA

After receiving the Form I-20 from AMDA

1. Have color passport photos taken; you will need at least one for the visa application. Read the photo requirements on <https://travel.state.gov>.
2. Apply for a multiple-entry, F-1 Student visa. Information and a link to the on-line (DS-160) application are at <https://travel.state.gov>.
3. Remember that completing the on-line application is only the first step. Consult instructions on the web site of the embassy or consulate where you intend to apply, as each office's instructions may vary.
4. After completing the on line application:
 - » Print and keep the DS-160 barcode page (no need to print entire application).
 - » Schedule a visa interview appointment in your country of residence. Note that wait times for interview appointments vary by location, season, and visa category.
 - » Pay the visa application processing fee, if required to do so before the interview AND KEEP THE RECEIPT of payment.
5. Pay the SEVIS I-901 fee (this is different from the visa application processing fee). This fee must be paid at least seven (7) days BEFORE your visa interview. **Canadian students must also pay the SEVIS I-901 fee at least seven (7) days before entering the U.S.**
 - » Fill out the SEVIS I-901 form and pay the fee using an acceptable credit or debit card at <https://www.fmjfee.com/i901fee/index.html>
 - » You may also pay using the paper form and mail to I-901 Student/Exchange Visitor Processing Fee. For information on this option, visit <https://www.ice.gov/sevis/i901/faq>.
6. Gather documents for the visa interview:
 - » Your passport, valid for at least 6 months beyond your date of travel
 - » Your Form I-20 from AMDA
 - » Your SEVIS I-901 fee receipt
 - » Your Form DS-160 confirmation page (the one with the barcode)
 - » The receipt of payment for your visa processing fee, if required to pay before visa interview
 - » One printed passport photo in case the photo upload with your on-line application failed
 - » Additional documents in the event they are requested. Again, review the instructions on the web site of the embassy or consulate where you will apply.
 - a. Proof of academic preparation such as transcripts/academic records and diplomas from previous schools attended
 - b. Evidence of ties to your home country, such as property, family business, etc. This is very important for a successful visa application
 - c. Proof of how you will pay all educational, living and travel costs (i.e., the financial evidence packet you had sent to AMDA when applying for the Form I-20)
 - d. Your English language proficiency score report (Cambridge, ELASH, IELTS, TOEFL)
 - e. AMDA Acceptance letter

OTHER IMPORTANT INFORMATION

Regarding Payments to AMDA

1. The preferred method of payment for tuition and housing is wire transfer.
 - » Contact your Admissions Advisor or Student Accounts (LAsstudentaccounts@amda.edu) for complete wire transfer instructions.
 - » The receiving bank charges a \$25 fee for all wire transfers. Your bank may also charge a remittance fee. All fees are the sender's responsibility and are not deducted from the amount due to AMDA.
2. Where wire transfers are not possible, use one of the following methods:
 - » Make a payment using a credit card at www.amda.edu/payments or by contacting the Admissions Office of the campus you plan to attend. AMDA accepts MasterCard, Visa, Discover, and American Express.
 - » Use an International Money Order. Obtain a guaranteed bank check payable in U.S. dollars. Checks should be made payable to AMDA.
3. To ensure proper credit, the student's name must appear clearly on all bank wires, U.S. checks and international money orders.

CAUTION

- » DO NOT enter the U.S. using a B-1, B-2 or B-1/B2 visa. If you use a B (temporary visitor) visa, you could be accused of "fraudulent entry" and refused permission to stay longer than six months, to extend your stay, or to change your immigration status. Do not listen to those who say it's easier to enter the U.S. as a visitor and change your status later. IT IS NOT TRUE.
- » DO NOT enter the U.S. without using your visa and passport. Citizens of certain countries are allowed to enter as a visitor simply by showing a round-trip airline ticket (Visa Waiver Program). If you are allowed to enter in this manner, be aware that you will be permitted to stay for only 90 days. You will not be given more time to be able to change to Student (F-1) status.
- » DO NOT send originals of documents to AMDA. Send only PHOTOCOPIES of all necessary documents. You will need the original documents when you have your visa interview at the U.S. embassy or consulate.
- » At the port of entry into the U.S., be ready to present to the Immigration official the following:
 - a. Your valid passport, with the U.S. visa stamp
 - b. Form I-20 from AMDA
 - c. Form I-94, which you may print from this web site <https://i94.cbp.dhs.gov/i94/#/home> if you have traveled to the U.S. prior to this visit

**PLEASE COMPLETE THE
3-PAGE APPLICATION
BEGINNING ON THE NEXT PAGE**

**AND HAVE YOUR SPONSOR(S) FILL IN THE
SPONSOR'S AFFIDAVIT ON LAST PAGE**



Application for the Form I-20

SECTION 1: PERSONAL INFORMATION (USE NAME AS IT APPEARS ON YOUR PASSPORT)

LAST NAME OR FAMILY NAME _____ FIRST OR GIVEN NAME _____ MIDDLE NAME _____

STREET ADDRESS (FOR MAILING) _____ CITY _____ STATE OR PROVINCE _____

COUNTRY _____ MAIL OR ZIP CODE _____ TELEPHONE _____

COUNTRY OF BIRTH _____ DATE OF BIRTH (MONTH/DAY/YEAR) _____ AGE _____ SEX: MALE FEMALE

EMAIL ADDRESS _____ COUNTRY OF CITIZENSHIP _____ MARITAL STATUS: SINGLE MARRIED WIDOWED DIVORCED

SECTION 2: IMMIGRATION INFORMATION

Are you in the United States now? Yes No If you answered no, proceed to next section.

If you answered yes, what is your visa status? F-1 student F-2 dependent M-1 student Permanent Resident (U.S.)

- If you checked any of the above visa status, do not continue with this application.
- An applicant with F-1 or F-2 visa must notify your current school's International Student Advisor to request transfer of your current I-20.
- An applicant who is a permanent resident does not need an I-20.
- For all other visa status, email MVillareal@amda.edu (LA Campus) or MBrooks@amda.edu (NY Campus) to discuss further.

SECTION 3: DEPENDENT INFORMATION (IF THIS APPLIES TO YOU)

Complete this section if you have a spouse or children who will accompany you for the duration of your studies in the U.S. List each person's legal name as it appears on the passport. If you have no dependents, proceed to next section.

Dependent 1

LAST NAME OR FAMILY NAME _____ FIRST OR GIVEN NAME _____ MIDDLE NAME _____

COUNTRY OF BIRTH _____ DATE OF BIRTH (MONTH/DAY/YEAR) _____ AGE _____ SEX: MALE FEMALE

COUNTRY OF CITIZENSHIP _____ RELATIONSHIP TO YOU: SPOUSE CHILD OTHER

Dependent 2

LAST NAME OR FAMILY NAME _____ FIRST OR GIVEN NAME _____ MIDDLE NAME _____

COUNTRY OF BIRTH _____ DATE OF BIRTH (MONTH/DAY/YEAR) _____ AGE _____ SEX: MALE FEMALE

COUNTRY OF CITIZENSHIP _____ RELATIONSHIP TO YOU: SPOUSE CHILD OTHER

Dependent 3

LAST NAME OR FAMILY NAME _____ FIRST OR GIVEN NAME _____ MIDDLE NAME _____

COUNTRY OF BIRTH _____ DATE OF BIRTH (MONTH/DAY/YEAR) _____ AGE _____ SEX: MALE FEMALE

COUNTRY OF CITIZENSHIP _____ RELATIONSHIP TO YOU: SPOUSE CHILD OTHER



SECTION 4: PROGRAM INFORMATION

Intended Start Term: Fall/Year: _____ Spring/Year: _____ Summer/Year: _____

Program: These programs are available on both the NY and LA Campus

Studio Conservatory Integrated Conservatory Dance Conservatory

These programs are available on the LA Campus only

BFA Acting BFA Dance BFA Musical Theatre BFA Performing Arts

*If you are a NY conservatory graduate, choose from:

Alumni BFA Acting Alumni BFA Musical Theatre

Alumni BFA Dance Alumni BFA Performing Arts

Campus: New York Los Angeles

SECTION 5: FINANCIAL INFORMATION

Following is the current cost of attendance at AMDA per academic year. The costs below are applicable to start dates in Summer 2018, Fall 2018, and Spring 2019. Tuition and housing costs are subject to increases in subsequent years.

CAMPUS:	Summer 2018		Fall 2018 and Spring 2019	
	New York	Los Angeles	New York	Los Angeles
Tuition & Fees	\$ 37,370	\$ 37,370	\$ 38,900	\$ 38,900
Housing ¹	9,300	9,300	9,500	9,500
Living Expenses (Est \$230/wk*) ²	7,000	7,000	7,000	7,000
Books and Supplies	1,000	1,000	1,000	1,000
Health Insurance ³	\$1,780	\$1,200	\$1,900	\$1,300
TOTAL	\$56,450	\$55,870	\$58,300	\$57,700

*Includes food, transportation, laundry, and other living expenses

¹To estimate future years, add \$200 to housing expenses each year.

²If dependents will be accompanying you, add an additional \$16,100 per dependent for each academic year.

³The Affordable Care Act mandates that everyone must be covered by health insurance through 2018. International Students must also abide by this requirement, and billing statements will reflect automatic enrollment in the Student Health Insurance Plan (SHIP). Health insurance amounts are estimates and subject to change.

Please list below the amount of funds you will have and the source of those funds.

Source of Funds	First Year Available by Start Date	Second Year Projected	Third Year (BFA Students Only) Projected	Fourth Year (BFA Students Only) Projected
Applicant	\$	\$	\$	\$
Parent(s) or Guardian(s)	\$	\$	\$	\$
Sponsor #1	\$	\$	\$	\$
Sponsor #2	\$	\$	\$	\$
Government Support	\$	\$	\$	\$
Loan Provider	\$	\$	\$	\$
AMDA or Other	\$	\$	\$	\$



SECTION 6: ATTESTATION TO FUNDING AVAILABILITY

In order for schools to issue the Form I-20 on behalf of the U.S. government, we are required to ensure: 1) that the student is proficient in English; 2) that the student has the credentials to undertake higher education studies in the U.S., and 3) that the student has adequate funds to cover all expenses while in the U.S.

PERSONAL OR FAMILY CONTRIBUTION: Please take the entire application to the bank or financial institution and have an official certify the amount of funds available using the form below.

I certify that I am qualified to attest to the applicant's or parent/guardian's finances; and, that the personal/family funds listed in Section 5 above are accurate based on records maintained by the financial institution, whose name and official seal appear here.

PRINT NAME OF BANK OR FINANCIAL INSTITUTION

PRINT NAME OF BANK OFFICIAL

TITLE OF BANK OFFICIAL

SIGNATURE OF BANK OFFICIAL

DATE

FINANCIAL SPONSOR: If using one or more sponsors to financially contribute to the applicant's education, each sponsor must complete an Affidavit of Support. This document is a sworn promise to the United States government that the sponsor will provide to the student, a specific amount of money for each year of study in the United States. Instructions and copies of the Sponsor's Affidavit form are attached.

GOVERNMENT SUPPORT or LOAN PROVIDER: If using one of these two sources, please show evidence of funding by submitting either a letter from your government documenting the total amount of government support or a loan approval statement verifying the amount of the loan.

SECTION 7: APPLICANT SIGNATURE

I certify that the information on this Form I-20 application is true and complete. I understand that any misrepresentation may be cause for admission to be refused or revoked by AMDA.

PRINT APPLICANT NAME

SIGNATURE OF APPLICANT

DATE



Form I-20 Sponsor's Affidavit of Support

SECTION A: INFORMATION AND INSTRUCTIONS

- Please print a blank copy of this Affidavit for each sponsor, if student has more than one.
- The Affidavit is the sponsor's sworn promise made to the school and the U.S. government that you will contribute a specific amount of money for each year that the applicant studies at AMDA.
- You will also provide evidence that you can afford the support you are promising. Provide one of the following: 1) a letter on your company's letterhead stating your current income, 2) a copy of your income tax returns, 3) a tax form from your employer that indicates your annual income, or 4) a copy of the most recent payroll stub showing your annual income.
- Any document from a bank must show an official bank seal. All letters must be in English.

SECTION B: STATEMENT OF FINANCIAL SUPPORT

I, _____, promise that I can afford and will give no fewer than US\$ _____
(PRINT SPONSOR'S FIRST AND LAST NAME) (AMOUNT IN US DOLLARS)
 in cash to _____ for every year of the named student's attendance at AMDA.
(PRINT STUDENT'S FIRST AND LAST NAME)

SECTION C: SPONSOR INFORMATION

SPONSOR'S RELATIONSHIP TO STUDENT

SPONSOR'S ADDRESS

TELEPHONE FAX E-MAIL

SPONSOR'S EMPLOYER ANNUAL SALARY, US \$ OTHER INCOME, US \$

The following person(s) are fully or partially dependent upon the sponsor for their support (Do not include student named above). Use back of form for additional dependents.

FIRST/LAST NAME OF DEPENDENT RELATIONSHIP TO SPONSOR AGE OF DEPENDENT

FIRST/LAST NAME OF DEPENDENT RELATIONSHIP TO SPONSOR AGE OF DEPENDENT

SPONSOR'S EVIDENCE OF FINANCIAL RESOURCES IS ATTACHED YES NO

I swear that the information I have provided above is true and correct.

SIGNATURE OF SPONSOR DATE

SECTION D: ATTESTATION TO FUNDING AVAILABILITY

I certify that I am qualified to attest to this sponsor's financial, and the funds listed above are accurate based on records maintained by the institution, whose name and official seal appear here.

NAME OF BANK OR FINANCIAL INSTITUTION

PRINT NAME OF BANK OFFICIAL

TITLE OF BANK OFFICIAL

SIGNATURE OF BANK OFFICIAL

DATE