



## SYRACUSE UNIVERSITY

LILLIAN AND EMANUEL SLUTZKER CENTER FOR INTERNATIONAL SERVICES

310 Walnut Place | Syracuse, New York 13244-2380

TEL: 315-443-2457 | FAX: 315-443-3091 | EMAIL: [LESCIS@SYR.EDU](mailto:LESCIS@SYR.EDU)

<http://international.syr.edu/>

**I-20  
Request**

### Requesting a new I-20 form

Use this Request Form to obtain a new I-20 for the following reasons:

- Replace a lost I-20 form
- Update financial information (change in source of funding, applying for a new visa, etc.)
- Change degree level from Master's to Doctorate or from Doctorate to Master's at Syracuse University (see below if you are moving from a Bachelor's to a Master's program)
- Add or change a program of study
- Change your immigration status to F-1

Do not use this form for the following reasons:

- If you are changing from a Bachelor's to a Master's program at Syracuse University, you do not need to submit the Request Form. The Slutzker Center will issue a new I-20 upon your admission to your new program of study.
- If you want to add your dependent(s) to your SEVIS record and receive I-20 forms for them, please file a Dependent Request Form.
- If you need to apply for an extension of your program end date (item 5 on your I-20), please file an I-20 Extension request.

### Procedures for requesting a new I-20

1. Complete the I-20 Request Form
2. Complete the Financial Worksheet
3. Submit the following documents to the Slutzker Center:
  - I-20 Request Form
  - Financial Worksheet
  - Photocopies of your passport identity and validity page(s), visa, I-94, and I-20 forms
  - Proof of health insurance coverage
  - Proof of financial support (see documents listed on Financial Worksheet)

A Slutzker Center advisor will contact you if there are questions regarding your request and upon issuance of your new I-20 form.



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# I-20 Request Form

### PERSONAL INFORMATION

Student Name: \_\_\_\_\_ SUID# \_\_\_\_\_

SEVIS# N \_\_\_\_\_ Current I-20 Program End Date: \_\_\_/\_\_\_/\_\_\_

Program of Study: \_\_\_\_\_ Degree Level:  UG  Master's  PhD  Other

Local Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Upcoming travel plans?  Yes  No If yes, Destination: \_\_\_\_\_ Dates: \_\_\_\_\_

### REASON FOR REQUEST

You may have more than one request. Check (✓) the boxes that apply to your situation.

- Replace Lost Document
- Update financial amount
- Change Program of Study from \_\_\_\_\_ to \_\_\_\_\_
- Change Degree Level from \_\_\_\_\_ to \_\_\_\_\_
- Expected Completion Date of original program \_\_\_\_\_ Expected Completion Date of new program \_\_\_\_\_
- Will not complete original program
- Add a New Program of Study: \_\_\_\_\_
- Will pursue both current program of study and new program
- Will pursue new program after completing current program of study  
(expected completion date of current program: \_\_\_\_\_)
- Change Immigration status from \_\_\_\_\_ to \_\_\_\_\_  
(Meet with a Slutzker Center Advisor)
- Other, please explain \_\_\_\_\_

**NOTE:** Please keep all of your original I-20 forms from all of the schools you have attended in the US. You may need them for your future applications.

I certify that the above information is accurate:

Student Signature: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_



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## Financial Worksheet

SUID: \_\_\_\_\_

SEVIS ID: \_\_\_\_\_

Today's Date: \_\_\_ / \_\_\_ / \_\_\_

Student Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Preferred Email Address: \_\_\_\_\_

**You must provide proof of sufficient financial support to cover your tuition, fees, living expenses and, if applicable, the expenses of your dependents.**

**Based on the estimated expenses below, my expenses for the next academic year will be:**

Tuition: \_\_\_\_\_

Living Expenses: \_\_\_\_\_

Dependent Expenses: \_\_\_\_\_

**I will pay for my tuition, fees, living expenses and the expenses of my dependents (if any) with:**

- Personal Funds
- Family Funds
- Funds from Syracuse University
- Funds from another source (specify) \_\_\_\_\_

**I am submitting the following documents as proof of financial support for my expenses:**

- Bank Statement (must be a recent statement, less than 6 months old)
- Support letter from my financial sponsor and proof of their ability to provide funding
- Scholarship and/or assistantship award letter

### Estimated Expenses for the 2018 - 2019 academic year

	Undergraduate Students	Graduate Students	Law School Students
<b>Tuition &amp; Fees</b>	Enrolled before Fall 2018: \$51,230 per academic year; Entered Fall 2018/Spring 2019: \$48,558 per academic year	\$38,269 per year (\$1,559/credit hour) fees vary for individual programs	LLM: \$53,620 per year JD: \$51,420 per year
<b>Living Expenses</b>	\$19,631 per academic year	\$19,739 per year (\$1,645 per month)	\$19,739 per year
<b>Total</b>	Enrolled before Fall 2018: \$70,861 Entered Fall 2018/Spring 2019: \$74,161 per academic year	\$58,008 plus fees per year	LLM: \$73,359 per year JD: \$71,159 per year

### **Dependents**

Dependents	No SU Assistantship	SU Assistantship
Spouse or child only	\$11,542	\$11,565
Spouse and 1 child	\$18,149	\$17,962
Spouse and 2 children	\$24,756	\$22,630
Spouse and 3 children	\$29,691	\$28,074