

 Minneapolis College of Art and Design **MCAD Off-Campus Study Programs**
Visa Checklist Degree Seeking Students

Please apply for a visa promptly, however note that the earliest you can obtain an F-1 Visa is 90 days before the program start date issued on your I-20.
For more info on F-1 Visas see: http://travel.state.gov/visa/temp/types/types_1268.html

1. Required for I-20 Form:

- Letter of Acceptance
- Official Transcript [In English] - Send to Admissions
- Proof of Financial Resources - for first year of study
- Proof of English language proficiency [TOEFL]
- Passport

2. Send the following to the International Student Advisor:

- Full Birth Name [given, family and middle, if any]
- Date of Birth
- Gender
- Country of Birth
- Country of Citizenship
- Permanent Foreign Address and Phone Number
- Evidence of Financial Ability to meet expenses [Official bank statement listing amount of funds]
- Signed financial certification showing funding source [scholarship, government, family]
- Evidence of English Language Ability
- Major Area of Study
- Proposed Duration of Studies
- Photocopy of page 1 of Passport with Photo

3. Create account at fmjfee.com:

- Pay \$200 Sevis fee
- Email ISA with receipt [also called I-901]

4. Please bring the following to the U.S. Consulate for an interview:

- form I-20
- Form I-901 [<http://www.ice.gov/sevis/i901/index.htm>]
- Printed copy of form DS-160 online [Non-Immigrant Visa Application] <https://ceac.state.gov/genniv>
- Valid Passport [good for at least 6 months after program end date]
- One 2x2 inch Photograph
- Financial evidence of sufficient funds during period of intended study, i.e. tax documents and original bank books or statements, business registration or licenses
- Scores from standardized TOEFL test
- Evidence of intent to depart the U.S. after completion of study [round-trip ticket]
- Machine Readable Visa (MRV) fee receipt

4. (continued)

- Visa Reciprocity Fee [if applicable]
- Verification from MCAD International Student Advisor
- Transcripts or diplomas from previous institutions attended
- Class Schedule from MCAD
- Letter of Acceptance from Admissions

5. Once you are approved and receive a visa stamp in your passport:

- Make a Copy
- Send to Int'l Student Advisor via facsimile [1-612-874-3502] or via email to MCAD International Student Advisor

6. In the Airplane:

- Fill out the Arrival/Departure Record [I-94, "white card"]
- Carry all documents with you

7. At the Port of Entry/Airport give the Customs and Border Protection official the following:

- Passport with Visa
- I-20
- I-94 [all three sections]
- Any other information they request

The immigration inspector may look up your file on the SEVIS website. They will stamp your I-20 and I-94 with the 3-letter abbreviation of the St. Paul/Minneapolis airport [SPM], Date of Entry and write D/S which means you are legally present in the U.S. for the Duration of your Status.

8. Current copies of all documents are required for your student file.