



I-20 / F-1 VISA CHECK LIST

Student: _____

Country: _____

School in DCSD: _____

Adult Sponsor: _____

School Year: _____

Grade: _____

Comments: _____

Student documents needed

- Official Transcript with grades received (translated in English)
- Record of Prior Education from Student's home school (translated in English)
- The date the student would receive high school diploma or its equivalent from home school (in their country) must be noted (translated in English)
- Years of English Language
- English Placement (SLEP – Secondary Level English Proficiency/TOEFL iBT) Test
- Immunizations (translated in English)
- Birth Certificate (translated in English)
- Temporary Guardianship (pages 3 of 4 and 4 of 4)

Adult Sponsor must complete

- Affidavit of Support
- Temporary Guardianship (pages 1 of 4 and 2 of 4)
- Statement (on letterhead) from bank
- Statement (on letterhead) from employer
- Cashier's check (U.S. bank) for full unsubsidized tuition, **payable to Douglas County School District**
- Request for Enrollment form
- Proof of Residence

Notes:

SDIS will give I-20 form, Affidavit of Support, Tuition Paid Letter, and Temporary Guardianship to Adult Sponsor (Host). Adult Sponsor (Host) will send documents to student's home country.

Student will take signed I-20 and all documents with current passport to the nearest American Embassy to receive F-1 visa.

Student will come to SDIS upon arrival into U.S. bringing passport with F-1 visa, insurance, I-20.

Office Use Only

SDIS – Received complete packet on _____ by _____ Sent to School on _____ by _____

Schl – Approved on _____ Denied on _____ Reason _____

SDIS – Registered student in SEVIS on _____ by _____

SDIS – Gives Host: I-20, Affidavit of Support, TG and Tuition Receipt on _____

SDIS – Reviews / copies: F-1 Visa, Passport, Insurance, stamped I-20, I-94 on _____ by _____