



Intensive English Program (IEP) Application

Website: <http://iep.gsu.edu>

Phone: 404-413-5200

Email: esl@gsu.edu

Address: 25 Park Place Suite 1500, Atlanta, GA 30303

Please see the "IEP Application Instructions" at <http://iep.gsu.edu> for more detailed information on filling out this form

This application is for: **SPRING (early January)** **FALL (mid-August)** **SUMMER (mid-May)**

BIOGRAPHICAL INFORMATION

Name (as it appears on passport): _____
(family name) (first) (middle)

Date of Birth: ____/____/____ **Gender:** Male Female
(Month) (Day) (Year)

Country of Birth: _____ **Country of Citizenship:** _____

Personal E-mail Address: _____
We will send you important messages to the e-mail address you give

Permanent Home Country Address: Enter a complete street address and phone number (**no P.O. boxes**).

Street and Number: _____ Apartment Number: _____

City: _____ State/Province: _____ Postal Code: _____

Country: _____ Phone Number: _____

Mailing Address: To receive an I-20 and other admission documents, check (✓) one of the boxes:

Mail my I-20/admission documents to my Permanent Home Country Address above (no PO boxes).

Mail my I-20/admission documents to the address below. (P.O. Box, agency address, and relative's/friend's address in the U.S. are acceptable).

Street and Number: _____ Apartment Number: _____

City: _____ State/Province: _____ Postal Code: _____

Country: _____ Phone Number: _____

Emergency Contact Information:

Name of contact person in the U.S.: _____ Relationship: _____
(e.g., relative, friend)

Phone Number: _____ E-mail: _____

AND/OR

Name of contact person *outside* the U.S.: _____ Relationship: _____
(e.g., relative, friend)

Phone Number: _____ E-mail: _____

VISA INFORMATION

What type of visa do you currently have? Check (√) only one box:

- None. I need a Form I-20 for an F-1 student visa
 J-1.
 U.S. Citizen or U.S. Permanent Resident
 F-1. I am currently studying at another U.S. school and will transfer to the IEP at Georgia State University.*
 Other (e.g. A-1, A-2) _____

Students with B-1/B-2 or F-2 visas cannot study full-time in the IEP. If you have a B-1/B-2 or F-2 visa and want to study in our program, contact us at esl@gsu.edu to discuss your options.

**For F-1 Transfer Students Only (include a copy of your current I-20 with your application)*

Name of current school: _____ Contact name: _____

Address (city/state): _____

Phone number: _____ Email: _____

Do you plan to bring any dependents (husband, wife, and/or child) with you to the U.S.? Yes No

*If you answered "Yes", you must complete the **F-1 STUDENT'S DEPENDENT INFORMATION** section below.*

F-1 STUDENT'S DEPENDENT INFORMATION

Complete the dependent section below only if you will apply for an F-1 visa and your husband, wife, or child will apply for an F2 visa to come to the U.S. with you as a dependent(s). Attach an extra sheet for any additional dependents.

Last Name	First Name	Date of Birth	Country of Birth	Relationship to F-1 Student

EDUCATIONAL BACKGROUND AND PLANS

What is the last level of education you completed? Check (√) one of the boxes.

- High School Bachelor's Degree Master's or Doctoral Degree Other (_____)

How did you first learn about the IEP at Georgia State University? Check (√) one of the boxes.

- Former/current IEP student Friend/acquaintance Relative IEP website Study in the USA
 GSU faculty/staff member Phone call to department Other _____

After you complete your studies at the IEP, will you continue your education in an academic degree/certificate program in the U.S.? Check (✓) one of the boxes.

- Yes, I plan to apply to Georgia State University (Undergraduate or Graduate)
- Yes, I have been accepted to Georgia State University. (*Provide a copy of your acceptance letter with your application*)
- Yes, I plan to apply to another university in the U.S.
- No, I will not enter a college or university.

PROOF OF FINANCIAL RESOURCES (For F-1 Visa only)

You and/or your financial sponsor must document the financial resources to provide for your educational and living expenses (e.g. tuition, books, fees, food, housing and personal expenses) for the duration of your stay. In addition, coverage of educational and/or living expenses must be documented for any dependents (spouse and/or children). Please check one (✓) or more sources of funding below and fill in the chart on the next page:

- Personal funds (if you will pay for your own educational/living expenses)
- Funds from parent or other individual sponsor
- Government or embassy sponsor (must include award letter)
- Private organization or employer sponsor
- Other: _____
- Personal funding (if you will pay for your own educational/living expenses)

To receive an I-20, you must have a minimum of \$24,500 available for 9 months of estimated educational and living expenses in the U.S. Please complete the next page and send the following documents with your application:

- financial statement information (next page) showing a minimum of \$24,500
- completed and signed affidavit of support (next page), if necessary
- original financial documents (scan and send to esl@gsu.edu) showing a minimum of \$24,500
 - F-1 visa students who bring family members must add the following amounts to the minimum amount (spouse, add \$4,500; each child, add \$2,500)

****IMPORTANT****

Obtain an original letter for proof of financial resources (see next page) and send **scanned** copy of this original letter to the IEP (esl@gsu.edu). Save the original letter to bring to the U.S. embassy or consulate when you apply for the F-1 visa. Bank letters should be written in English (or have a certified translation attached) on official bank letterhead and stamped and signed by a bank official. This letter should have the following:

- date the account was opened
- currency type
- current account balance

Bank letters must be no more than six months old. Send scanned copy to esl@gsu.edu.

CERTIFICATION OF INFORMATION

Please read carefully, check each box (if applicable) and sign that you understand the following statements.

- I understand that admission to the IEP is not the same as admission to Georgia State University. I must submit a separate application for admission to a degree program at Georgia State University.
- The IEP expects students to have a basic knowledge of English.
- (*F-1 visa students only*) I certify that the stated funds on the financial statement are available for my educational expenses in the IEP at Georgia State University.
- I understand that if I enter the United States with an I-20 from the IEP at GSU or transfer from another school/program and receive an I-20 from the IEP at GSU and then immediately transfer without registering or withdraw after registering for IEP courses at GSU, there is a \$600.00 administrative withdrawal fee.
- I understand that any material false statement made knowingly and willfully by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution. Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.

(student's signature)

(month/day/year)

FINAL STEPS

Please print out and send the completed application with required documents listed below to the IEP:

Mail Intensive English Program
Georgia State University
P.O. Box 4099
Atlanta, GA 30302-4099 USA

Express Mail
(DHL, UPS, Fed
Ex) packages

Intensive English Program
Georgia State University
25 Park Place, Suite 1500
Atlanta, GA 30303 USA

Website: <http://iep.gsu.edu>

Phone: 1-404-413-5200

Email (for scanned documents): esl@gsu.edu

1. Completed and signed application
2. Copy of high school diploma (in English); university transcripts also accepted
3. Immigration or Visa documents
 - a. **International students who have or need an F-1 visa** must send:
 - i. completed financial statement (if applicable, see page 3 of application)
 - ii. completed affidavit of support
 - iii. **scan of original (esl@gsu.edu)** of required financial documents (Bank Letter)
 - iv. copy of current valid passport (including copies of dependents' passports, if applicable)
 - b. **Resident aliens** must send a copy of I-551 or I-151 (green card), front and back
 - c. **Refugees** must send a copy of I-94 (departure card), front and back
 - d. **International students with visas (except F-1)** must send a copy of the visa
4. Copy of I-20, transcript, grade report, or progress report/letter from current program (TRANSFER students only)
5. \$125 non-refundable application fee AND \$60 Express mail fee for I-20s mailed internationally. The \$60 fee is not included for an I-20 mailed within the United States.

Your \$125 OR \$185 (application + express mail) check, bank draft, or international money order (in U.S. \$\$) should be made payable to: Georgia State University. Online credit card payments can be made at: https://secure.touchnet.com/C20797_ustores/web/store_main.jsp?STOREID=116. We receive daily notifications of payment and will match your application materials (when they arrive) with the credit card payment.

Please note the following about the credit card payment process:

- It is not necessary to become a 'registered user.' You can complete the process as an 'unregistered user.'
- When using a credit card in a country without states, you must choose "N/A" (the last option in the pull down menu) as the option to complete the form.

Housing Information: The IEP does not arrange for housing for students. If you are interested in on-campus housing, you must apply online (after acceptance to the IEP) at <http://myhousing.gsu.edu>