

**SAMPLE INSTRUCTIONS**

**We recommend that you type the information, then print the form out to sign page 2**

**Statement of Financial Sponsorship (SFS) Form**

*This form is required for issuance of the Form I-20*

Students must submit the following documentation to OISS ([i20@hpu.edu](mailto:i20@hpu.edu)) in order to proceed with the Form I-20 issuance process:

- Legible, scanned copy of the biographical page in your passport
- Signed, completed SFS Form (this document)
- Proof of each indicated source of funding (e.g. bank statement, scholarship letter, etc.)
- Additional documents as requested by OISS

**APPLICANT INFORMATION**

*This information must match what is written on the applicant's passport. All fields are required. If a field is not relevant to you, please write N/A for 'not applicable'.*

Surname/Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Date of Birth (mm/dd/yyyy): \_\_\_\_\_ Gender: Female Male Applying as a(n): Undergraduate Graduate

Country of Birth: \_\_\_\_\_ City of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Your Email: \_\_\_\_\_ Your Contact Phone Number: \_\_\_\_\_

How many semesters do you plan to study at HPU? 1 semester 2 semesters

Are you currently inside the United States? \_\_\_\_\_ If yes, what is your current visa status? \_\_\_\_\_

If you are currently attending a school in the U.S., write the name of the school: \_\_\_\_\_

*If you need to transfer your SEVIS record to HPU, please complete the Transfer In Form found here: [www.hpu.edu/oiss/forms/index.html](http://www.hpu.edu/oiss/forms/index.html)*

**ADDRESS INFORMATION**

Permanent Non-U.S. Address (home country address):

*Address of your home country residence*

*If you are currently in the U.S., you must pick up your I-20 at HPU OISS*

Address Line 1: \_\_\_\_\_ State/ Province: \_\_\_\_\_

Address Line 2: \_\_\_\_\_ Country: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**SOURCE OF FINANCIAL SUPPORT**

*All students must be able to demonstrate financial ability to pay for their academic and living expenses before Hawai'i Pacific University can issue an immigration document. In addition, students must ensure that they have the funds available to cover all expenses for the duration of their program of study.*

1. The amounts indicated below are estimates for one academic year. All fees are an estimated cost for immigration purposes only.
2. Exact tuition and additional fees may vary. For the most up-to-date figures and program-specific fees, visit: [www.hpu.edu/business-office/fee-schedule.html](http://www.hpu.edu/business-office/fee-schedule.html)
3. If you are awarded an HPU scholarship, the award amount will be applied to your tuition.

Expense Breakdown	Undergraduate One Semester	Undergraduate Two Semesters	Graduate One Semester	Graduate Two Semesters
Current Tuition and Fees	\$ XXXX	\$ XXXX	\$ XXXX	\$ XXXX
Room and Board	\$ XXXX	\$ XXXX	\$ XXXX	\$ XXXX
Other Expenses: <i>Books, Supplies, Miscellaneous</i>	\$ XXXX	\$ XXXX	\$ XXXX	\$ XXXX
<b>TOTAL EXPENSES THAT MUST BE DOCUMENTED</b>	\$ XXXX	\$ XXXX	\$ XXXX	\$ XXXX

**If you decide to write, write clearly so your address is readable.**

**DEPENDENT INFORMATION**

If you will be accompanied by your spouse and/or children and would like to request an F-2 visa for admission, you are required to demonstrate your financial ability to support them. Please provide the information below regarding your dependents:

- The additional cost of supporting a spouse is \$ X USD per year
- The additional cost for each child (under 21 years old) is \$ X USD per year

Dependent's Full Name <i>As it appears in the passport (LAST, First, Middle)</i>	Date of Birth <i>(MM/DD/YYYY)</i>	Country of Birth	Country of Citizenship	Relationship to Student

**SOURCE OF FUNDS: Complete all that apply**

You must attach proof of financial support:

- Preferably In English on official bank letterhead (online or web downloaded bank statements may be accepted, subject to OISS review)
- Documents must at least date nine months prior to the semester start date.

Ensure to attach all relevant documents. We cannot process immigration documents without proof of your funding

Refer to your HPU admission letter to determine the amount awarded to you

A	Personal Savings <i>Attach proof of funds from self or private loans</i>		\$
B	Family, Relative, or Individual Sponsor <i>Attach proof of funds from family or other individuals</i>	Sponsor Name: Relationship to Student: ▶ Sponsor Signature:	\$
C	Government, Employer, Other Organization <i>Attach a signed copy of official sponsorship letter</i>	Name of Org: <input type="checkbox"/> Government <input type="checkbox"/> Company <input type="checkbox"/> Intl Org	\$
D	Funds from Hawai'i Pacific University <i>Please refer to your award letter for the dollar amount</i>		\$
E	Total Amount of Funding <i>Total must match proof of financial support documentation</i>		\$

If you're using an individual sponsor (like family or friend) they must provide a handwritten signature

If you are using government funding (CSN, Lånekassen, etc.) you must write the amount awarded to you and attach the funding source letter

Add the total amount of funding here

I certify that the above information and the attached supporting documents are true and complete to the best of my knowledge. I understand that I am responsible for all the expenses related to my program of study at Hawai'i Pacific University.

*Print and sign (electronic signatures will not be accepted for this section)  
Please be aware that HPU OISS will not accept this form if it is not accurately filled out in its entirety.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_