

Financial Certification & Documentation

Ability to Fund US Living Expenses While Participating in a City College of New York Exchange-Visitor Program

Exchange Visitor	Amount	
	Monthly	Annually
J-1 Principal Visitor	\$2,200	\$26,400
1 st J-2 Dependent; Spouse or child	\$660	\$7,920
2 nd and all other J-2 Dependents	\$330	\$3,960

- Living Expenses are based upon the CUNY Financial Aid office determination of block budgeted for students living away from home with a roommate. These living expenses estimates are in keeping with New York City living expense estimate for J-1 exchange visitors at other prominent New York exchange visitor programs.
- A financial certification is a notarized statement from a financial sponsor whereby the financial sponsor pledges to provide financial support to the exchange visitor for the duration of the exchange- visitor programs.
- Financial documentation is the financial evidence that the exchange visitor has the ability to support NYC living expenses while participating in the city college exchange program for the full time duration of the program.

A. BANK STATEMENTS ARE NOT ACCEPTABLE FOR THESE PURPOSES

B. ALL LETTERS OR CERTIFICATES MUST:

- Be in English or accompanied by an official, notarized/certified English translation
- Show balance amount salary or stipend in US dollars
- All bank letters must be on bank stationery, dated and signed with the bank official's printed name near the signature. Handwritten letters are not acceptable.

C. ALL DOCUMENTS MAY BE SENT VIA EMAIL TO INTERNATIONAL STUDENT/SCHOLAR OFFICE

D. EIGHT TYPES OF FUNDING WITH APPROPRIATE EVIDENTIAL DOCUMENTATION

1) Foreign government funding (not US funding)

- Present the government letter or certificate in English indicating the funding and period of funding.

2) Salary from Employer at foreign institution (not US employer)

- Dated letter, in English, on institutional stationery indicating visitor's salary amount and continued employment/salary for the duration of CCNY exchange program.

3) Scholarship or sabbatical stipend from foreign institution (not CCNY)

- A dated letter on institutional stationery, must indicate the amount of the award payment and amount or length of time finances will be awarded- Scholarship/award should cover full period of program.

4) Personal funds from Visitor's own financial accounts

- A dated letter from the bank official on bank stationery indicating that at least the minimum amount necessary is on account; minimum amount is \$2,200 for each month of the program.

5) Personal funds from individual(s) other than the visitor

- May use the same financial evidence as indicated in number (4) above.
- Financial support evidence must be also accompanied by a letter of certification indicating the sponsor agrees to support visitor for the program duration.

6) If you will be living with a US permanent resident or US citizen relative, and they will provide you with room and meals. You can reduce the amount from \$ 2,200/month to \$735/month. If they will provide only free housing, reduce the amount from \$2,200 to \$1,000 per month.

- To demonstrate that residence is the sponsor's they must provide a photocopy of the lease agreement or mortgage statement that indicates the relative's name and address—sending by email is okay.
- Copy of lease agreement or mortgage statement must also be accompanied by a letter of certification indicating the sponsor (US relative) agrees to provide visitor room and board for the program duration.
- If they will also provide food and meals at home free of cost to you, they must show they are employed or have some way to support your meals.

7) Salary or stipend from/through CCNY or CUNY- RF

- The only documentation needed for CCNY salary is for the faculty sponsor to mention the amount of salary in the letter of invitation.

8) Partial and multiple funding sources

- Visitor may use as many sources of funding as necessary to evidence minimum amount \$2,200/month. Each funding source must adhere to appropriate evidential documentation as described above.