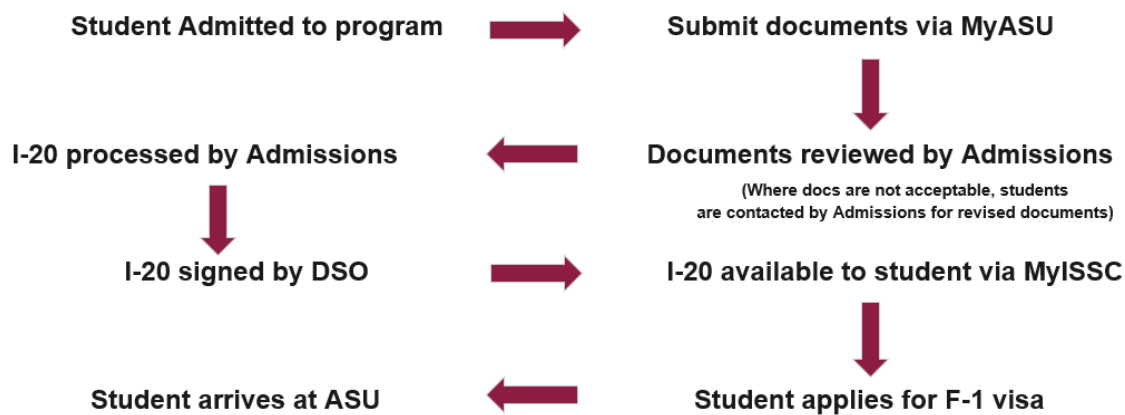


ASU I-20 process and requirements

All applicants with non-US citizenship, with a few exceptions, need an I-20 document to apply for an F-1 student visa to study in the USA.

Last updated: April 1, 2025

I-20 and F-1 visa workflow



4 key areas to remember

Unacceptable documents

- If a student submits unacceptable documents, ASU notifies them by email with instructions for providing the required docs.
- Students cannot see this update nor upload revised docs in their MyASU I-20 tracker; they must follow ASU's email instructions.

Passport

- Students should not change their name and apply for a new passport after the I-20 is issued.
- ASU requires dependent passports if dependents need an F-2 visa.

I-20 amount

- When completing the FG form, students must select the correct I-20 funding amount based on their program; even a \$5 shortfall can result in an I-20 rejection.
- They shouldn't rely on the tuition estimator: I-20 amounts also include living expenses and health insurance for the first 9 months.

Financial Guarantee (FG) form

- Students should consolidate financial documents instead of submitting multiple individual files for review.
- Those already studying in the USA must agree a transfer date with their previous institution's DSO before submitting their ASU FG.

Keep reading for more details and tips...

Document submission requirements

To request an I-20, students must upload these documents via the I-20 tracker on their MyASU portal:

- ASU Financial Guarantee (FG) [form](#)
- Proof of funds documents – dated **no earlier than one year** before the first day of the semester of admission – that show:
 - Date of issuance
 - Funds available
 - Account holder name
 - Currency of the account
 - Issuing institution name
- Passport, with **at least 6 months validity** after the date of entry into the USA
- English proficiency must be met and be valid for the semester of admission

Important points:

- If a student cannot upload their documents, they should email them to gradi20@asu.edu (grad programs) or fg@asu.edu (u/g programs).
- If a student's I-20 request documents are not acceptable, ASU Admissions will put the I-20 application back to "in progress" status and notify the student via email asking for pending/revised documents.
- A student won't be able to see in their I-20 tracker on MyASU that they are required to submit revised documents – **the notification is only by email**.
- Students won't be able to upload revised documents via the I-20 tracker; instead, they must follow the instructions received by email from ASU Admissions on how to send those documents.

I-20 processing and issuance

Request deadlines for the issuance of I-20 documents each semester can be viewed at: [International student visa | Admission | ASU](#)

Important points:

- Students must have an **active admission** to ASU to be issued an I-20 document.
- The I-20 document is sent to the student via the MyISSC portal.
- Issuing of the I-20 is **not** conditional on a student paying the enrollment deposit.
- ASU requires passports of all dependents if they will be accompanying the student and need an I-20 to apply for an F-2 visa.
- Students should not change their name and apply for a new passport once the I-20 has been issued.

Financial Guarantee form



Financial Guarantee Form

This form must accompany documentation of financial support to cover your estimated cost of attendance for the first academic year of study. **All documents must be submitted in English.** This form may be uploaded on MyASU under Priority Tasks at <https://asu.edu/myasu/>. For a detailed walk-through of the I-20 process/filling out this form/frequently asked questions, please go to <https://admission.asu.edu/apply/international/student-visa>.

Section 1. STUDENT INFORMATION (enter your name as it appears on your passport)		
First name/Given Name	Middle name	Family name/Surname
Home country address (address, city, state/province, country, postal code)		
10-digit ASU Affiliate ID #		Date of birth (Month/Day/Year)
City of birth	Country of birth	Country of citizenship

Section 2. FINANCIAL INFORMATION (all amounts in USD) Please select your application program.
The below costs are an estimate of tuition/fees, living expenses (room/board), books, supplies, visa fees and health insurance for one nine-month academic year based on 12 credits per semester for undergraduate and 9 credits per semester for graduate. Some programs may require enrollment in more credits than the minimum for full time enrollment. These do not represent the exact costs you will be billed and amounts may fluctuate based on the number of credits you are enrolled in each term. Please check with your department to determine current tuition rates and fees. Tuition and fees are subject to change without notice by the directive of the Arizona Board of Regents. Learn more at https://tuition.asu.edu/costs/tuition-estimator and https://tuition.asu.edu/ .
Associate's and Bachelor's Programs
<input type="checkbox"/> Bachelor's Programs: Downtown Phoenix, Polytechnic, Tempe, West Valley, and ASU at Mesa City Center (\$67,761)
<input type="checkbox"/> Bachelor's Programs: ASU at Los Angeles (\$72,538)
<input type="checkbox"/> Associate's Programs: ASU at Los Angeles (\$72,538)
Graduate Programs
<input type="checkbox"/> Master's Programs (excluding W.P. Carey, Herberger Institute for Design & the Arts, and Thunderbird) (\$66,515)
<input type="checkbox"/> W.P. Carey Master's Programs (\$81,037)
<input type="checkbox"/> Herberger Institute for Design and the Arts Master's Programs (Tempe and ASU at Mesa City Center) (\$71,015)
<input type="checkbox"/> Herberger Institute and Cronkite Master's Programs at ASU at Los Angeles (\$67,460)
<input type="checkbox"/> Thunderbird Master - Global Management (\$63,383)
<input type="checkbox"/> Thunderbird Executive Master - Global Affairs and Management (D.C. Location) (\$72,945)
<input type="checkbox"/> Thunderbird Executive Master Global Management (Downtown Phoenix Location) (\$76,001)
<input type="checkbox"/> Doctoral Programs (\$66,515)
<input type="checkbox"/> Sandra Day O'Connor College of Law (JD, LLM) (\$82,824)
<input type="checkbox"/> Sandra Day O'Connor College of Law (MLS, MSJ) (\$69,192)
<input type="checkbox"/> Sandra Day O'Connor College of Law (MHREL) (\$79,992)

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Financial Guarantee Form

Section 3. TYPES OF FUNDING (Indicate the types of funding you are submitting as part of your I-20 proof of funding requirement) See page 3 of this form for a list of acceptable financial documents. Please include your 10 digit ASU Affiliate ID # on all pages.

<input type="checkbox"/> Personal Funds (documents with student as the sole account holder listed)
<input type="checkbox"/> Family Funds (documents with family members listed as sole or joint account holder)
<input type="checkbox"/> Scholarship (scholarship offer letter must be submitted at the time of I-20 document submission)
<input type="checkbox"/> Sponsor (proof of funds which are provided by a private, corporate or government sponsor)
<input type="checkbox"/> ASU TA/RA Offer letter (offer letter must be submitted at the time of I-20 document submission)

Section 4. VISA INFORMATION

NOTE: If you are eligible for a transfer of your SEVIS record and you wish to have your SEVIS record transferred, it is your responsibility to initiate the transfer with your transfer-out school once you receive an offer of admission from ASU. If you do not provide ASU with information on your SEVIS transfer, you will be issued an initial I-20 from ASU upon receipt of the required documentation. To receive a SEVIS Transfer, all information requested in Section 4 must be provided. ASU does not accept **completed, terminated, or canceled** SEVIS records.

ASU School Code for transfer of SEVIS record: PH0214F00127000 - All Locations except Los Angeles and Washington D.C. PH0214F00127017 - Los Angeles PH0214F00127014 - Washington, D.C.

Do you have an active SEVIS ID? Yes No

If you answered **yes** to the above question, please complete the rest of Section 4 questions below. If you answered **no** to the above question, please skip to Section 5.

Please enter your SEVIS ID: _____ SEVIS ID: _____
U.S. address (where you will be living or most recently lived while in the U.S.): _____

What was/will be your last date of attendance or OPT at your current institution? (Month/Day/Year) _____ **Last Date:** _____

Will you be eligible for a transfer of your SEVIS record for your current/past institution to ASU? Yes No

Are you currently in the United States on an F1 visa? Yes No

If you are eligible for a SEVIS transfer, please enter the **TRANSFER RELEASE DATE:** _____
transfer release date that you and your DSO at your transfer-out institution have set. (Month/Day/Year)

DSO contact information at your transfer out school **Name:** _____
Email: _____

Section 5. FAMILY INFORMATION (additional financial support needed)

This section is **ONLY** required if you are bringing a spouse and/or dependent children with you to the United States. Please provide copies of passports for each listed below.

	Family Name/ Surname	First Name/ Given Name	Middle Name	Gender (M/F)	Birthplace (city and country)	Country of Citizenship	Country of Permanent Residence	Date of birth (Month/Day/Year)	Support needed
Spouse									\$7,000
Child									\$5,000
Child									\$5,000
Child									\$5,000

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Find the FG form on Kaplan's [Agent Download Area](#)

Tips for completing the FG form

- All sections must be completed by the student.
- Section 2** contains the financial requirements for the issuance of the I-20 document appropriate for their program.
- They **must** show at least the appropriate amount of funds via their financial documents.
- The required funds are an **estimate** of costs for tuition/fees, living expenses, and health insurance for the first 9 months of their program only
- Section 3** is where the student indicates the type of funding demonstrated via their financial documents; more than one type of funds is acceptable.
- Loans featuring family as co-borrowers should be listed as family funding.
- Section 4** is where students with active SEVIS records confirm their SEVIS ID and related information for the purposes of transferring their record to ASU.
- Students with no active SEVIS record should check the **'No'** box.
- Section 5** should be completed by any student whose dependents will be accompanying them by applying for an F-2 visa.

Important points:

- Students are strongly advised to pay close attention to section 2 when selecting the I-20 amount for their program. These are the minimum amounts required to get an I-20 approval; even \$5 lower funds will not be approved for I-20 issuance.
- Often the reason for a very small shortfall amount is that students try to show the exact I-20 amount down to the dollar. Even a tiny exchange rate shift over the few days it takes to process the I-20 request might be enough to take the funds below the required amount – just a couple dollars – by the time it is reviewed. Therefore, we recommend students show evidence of a little more funds than is required.

- Students should not use ASU's tuition estimator to plan funds for requesting an I-20. The tuition estimator only calculates tuition and other program costs, whereas the I-20 amount is an estimate of **total** cost of attendance for tuition/fees, living expenses, and health insurance for the first 9 months of their program.
- Students transferring their SEVIS record from another institution to ASU must agree a suitable transfer date with a DSO at the previous institution, before submitting their FG form to ASU.

Acceptable financial documents

Type of document	What should be included	Other notes
Bank statements with liquid assets	Only the bank summary; bank transaction detail is not needed	A screengrab of account details will not be accepted.
Bank certification	<ul style="list-style-type: none"> • Bank name and address • Bank official's printed name and title • Bank official's original signature • Bank seal • Account holder's name • Type of account • Current amount in the account • Currency type • Date of issuance 	Must be on original bank letterhead.
Investment statements showing liquid assets		Must be an account with a cash balance.
Business bank accounts	Accompanied by a letter stating financial guarantor has signatory authority on the account	Letter must be on company letterhead.
Scholarship letters	<ul style="list-style-type: none"> • name of the student • amount of money being awarded • duration of the award • confirmation that the award may be used for study at ASU • degree and major of study for which the award is approved 	Letters should include ALL of the information listed.
Governmental funding	<ul style="list-style-type: none"> • applicant's full name • academic program at ASU for which the funding is approved • term of the sponsorship • amount of sponsorship • what items it covers 	Sponsorship letter must be produced by a sponsoring agency recognized by ASU.
Loan letter	Accompanied by the terms and conditions of the loan	Both in-principle and sanctioned loan letters accepted.
Provident fund statement	Accompanied by written confirmation confirming withdrawable funds for educational purposes	Must be issued by the financial institution. A "provident" fund is a retirement investment account.
Department assistantship at ASU	Copy of your assistantship offer letter	Amounts are not negotiable, and funds may only be applied as designated.

Important point:

- Students should consolidate their financial documents as much as possible and avoid sending a large number of individual documents for review.

Unacceptable financial documents

This is a list of documents/financial proof that are not valid for I-20 issuance purposes:

- Expected income
- Tax statements
- Property assessments
- Bank statements lacking currency amounts or other omitted information (account holder name, issuance date, etc)
- Screenshots of bank accounts
- Insurance policies
- Business named bank account without signatory verification
- Statements showing non-liquid assets (jewelry, buildings, land, automobiles, etc)
- Credit cards
- Solvency or Capability Certificates
- Statements issued by accountants or accountancy firms
- Investment statement showing stocks, bonds or cryptocurrencies

Example acceptable document

HDFC BANK
We understand your world

HDFC Bank Limited

Date: 10/03/2025

TO WHOMSOEVER IT MAY CONCERN

This is to certify that [REDACTED] is maintaining a Savings Account number [REDACTED] with Hdfc Bank Ltd. [REDACTED] 29-09-2006. Details of balance/s in [REDACTED] account held with us at the close of business hours on 09/MAR/2025 is / are as under :

Account Number /Account Title	Type of Accounts (Savings, Current, Cash Credit)	Limits (if applicable)	Balance in Figures (Indicate Debit /Credit balance)	Balance in Words (Indicate Debit /Credit balance)
[REDACTED]	Savings	0.00	INR 26,12,093.97/- (Credit Balance)	INR Twenty Six Lakh Twelve Thousand Ninety Three and Paise Ninety Seven Only (Credit Balance)

The balance is in Savings Account as on the end of day of 09/MAR/2025 was Rs.26,12,093.97/- (Rupees Twenty Six Lakh Twelve Thousand Ninety Three And Paise Ninety Seven Only) equivalent to USD 29459/- [USD Twenty Nine Thousand Four Hundred And Fifty Nine Only (in words)] Calculated at a conversion rate of Rs. 88.67/- USD TT Selling Rate of 07/MAR/2025.

This letter has been issued upon specific request received from the customer without any risk or responsibility on part of the Bank or any of its signing authorities.

For HDFC Bank Ltd. [Signature]
Name: [REDACTED]
Designation: Deputy Vice President
Employee Code: [REDACTED]

For HDFC Bank Ltd. [Signature]
Name: [REDACTED]
Designation: [REDACTED]
Employee Code: [REDACTED]

www.hdfcbank.com

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013
Corporate Identity No.: L65920MH1994PLC080618

Highlighted text indicates important information for processing:

- Issue date
- Name of account holder
- Type of account
- Balance of account
- Currency of the account
- Stamped and signed by bank officials

Important points:

- It's helpful if USD balance is provided, but this is not essential information.
- All acceptable accounts held by the account holder at the bank may be listed on one letter.