

## **EXCHANGE Student Application Checklist (requirements for issuance of DS-2019)**

- **APPLICATION**- online or written (must be signed and dated by the student)
- **APPLICATION FEE** of \$30.00 (payable online)
- **TRANSCRIPTS** -
  - All work completed at your home university
  - If the transcripts are not in English, you must include an official English translation completed by a licensed translator.
- Qualifying **GPA SCORES** as established by FSU Admissions Office
- **FINANCIAL CERTIFICATION FORM** (must be signed by the financial sponsor and notarized)  
<http://www.frostburg.edu/FinancialCert/>
- **BANK STATEMENT**- Bank Statement or Bank Letter showing enough funding for one year of study (tuition and fees, room and board, health insurance, books, and personal expenses)
  - Please request 2 copies of your bank statement or financial letter.  
One copy you will take to your VISA appointment; the other will be given to the CIE office upon your arrival at FSU.
  - The name on the bank statement must *match* the name of the person signing the *Financial Certification Form*.
  - The bank statement must include the bank's contact information (branch location, address and phone number)
  - The bank statement must be less than 6 months old at the time FSU issues the I-20 document
  - Bank *Letters* must be signed by a bank officer and printed on official letterhead paper
  - Photocopies and account statements printed off the internet are not acceptable

**Copies of financial documents will be accepted during the application process; however, ORIGINALS MUST be submitted to CIE upon arrival to campus.**

- **LANGUAGE SCORE** (may be waived for students whose primary language is English)
  - TOEFL (500P/173C/61iBT)
  - IELTS (5.5)
  - The Language Center (TLC) –Level 7
  - ITEP (3.5)
- **PASSPORT**