

F-1 International Student Information Packet and Supplemental Application



HOW TO OBTAIN A FORM I-20 CERTIFICATE OF ELIGIBILITY FOR F1 STUDENT STATUS

The information in this booklet explains how to obtain a Form I-20.
Please read carefully to avoid delays.

F-1 INTERNATIONAL STUDENT ADMISSIONS GENERAL INFORMATION

Thank you for your interest in Delaware Technical Community College (Delaware Tech). Students from all over the world attend Delaware Tech, which is located in the eastern United States. We are the state of Delaware's only community college and have [four campus locations](#):

- The Wilmington (Orlando J. George) Campus, located in the urban city of Wilmington, serves New Castle County where more than half of Delaware's population resides.
- The Stanton Campus is located in suburban Stanton and serves New Castle County residents.
- The Dover (Charles L. Terry) Campus, serving Kent County, is in Dover, the state capital.
- The Georgetown (Jack F. Owens) Campus is in historic Georgetown located in Sussex County, the southernmost of Delaware's three counties.

Delaware Tech is a non-residential college, meaning it does not have dormitories or student housing on campus. Students are responsible for arranging their own housing and accommodations prior to arrival in the United States.

As an F-1 International Student, you can receive an Associate of Science (AS), Associate of Applied Science (AAS), and Associate of Arts in Teaching (AAT) degree, diploma, or certificate in technical occupational areas. You can view the listing of current academic programs of study on the Delaware Tech [website](#).

Once you have selected a program of study and campus location, please submit the applications, forms, and supporting original documents together prior to the application deadline to the Designated School Official (DSO) in the admissions office of the campus where your program is offered and plan to attend. Application deadlines and campus points of contact are listed below:

Application Deadlines for F-1 Visa Students

Semester/Term	Application Process Deadlines
Fall 15 Weeks of Study August – December	June 1 for first time F-1 student applicants June 30 for transfer Students residing in the United States
Spring 15 Weeks of Study January – May	October 1 for first-time F-1 student applicants October 30 for transfer students residing in the United States

GEORGETOWN CAMPUS	DOVER CAMPUS	STANTON CAMPUS	WILMINGTON CAMPUS
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Collegewide or general questions may be directed to:

[Taryn Tangpricha](#)

taryn.tangpricha@dtcc.edu +1(302) 857-1829

International Education Director / Principal Designated School Official (PDSO)

F-1 INTERNATIONAL STUDENT ADMISSIONS - APPLICATION INSTRUCTIONS

To receive admission to Delaware Technical Community College and qualify for an I-20, all F-1 visa applicants must meet the following requirements and submit all supporting documents to the College by the admissions deadlines listed on page 2.

Delaware Tech strongly recommends sending all documents at a discounted rate via eShipGlobal, the College's mail service for receiving and mailing international student forms and documentation. Instructions on how to send and receive documents via this service are listed on pg 6. All documents submitted to the College become the property of Delaware Tech and may not be returned to the student.

F-1 STUDENT APPLICATION DOCUMENT CHECKLIST

- Delaware Technical Community College Application for Admission:** The paper application can be found and downloaded [here](#).
- One passport-sized photograph** (see [here](#) for government requirements).
- Official high school transcript(s) or university course-by-course evaluation:**
 - All transcripts must be **original** documents in English (photocopies/faxes/scanned documents will not be accepted). Official transcripts must be sent directly from the United States (U.S.) institution or evaluation agency in a sealed envelope.
 - You must have graduated from a valid high school or the equivalent, and be at least 18 years of age and able to benefit from instruction. For admission to specific programs, including but not limited to allied health and nursing, transcripts from foreign institutions may be required to be evaluated by a member of the [National Association of Credential Evaluation Services \(NACES\)](#).
 - Transfer students: If you are seeking transfer credit from a college or university outside the United States, you must submit transcripts with an official English translation by a professional foreign educational credentials evaluation service such as Worldwide Educational Service, North American Educational Group, AACRAO International Education Services, or International Education Research Foundation, if the original language for the institution is not English. Please see the [College Catalog](#) for further details on the transfer credit evaluation process.
- Proof of English Language Proficiency:** If you are an applicant and are a non-native speaker of English, you must take the Levels of English Proficiency (LOEP) Reading, LOEP Sentence Meaning, and LOEP Language Usage components of the ACCUPLACER computerized placement test to confirm your placement. The College accepts a TOEFL iBT score of 78 or higher or an IELTS language proficiency score of 6 or higher. TOEFL test cores can be sent directly from ETS to Delaware Tech using the appropriate campus code: Wilmington: 5154; Stanton: 5204; Dover: 5201; Georgetown: 5169.

Applicants who take the LOEP upon arrival on campus and score into beginning ESL should note that beginning-level ESL courses may not be offered at each campus every semester, so you may be required to take the course on a campus different to the one to which you apply. Please note the distances between the campuses may require relocation or state-wide travel.

- Visa and Immigration Documents**
 - If you currently reside outside the US: Photocopy of your passport ID/picture page is required for the applicant and accompanying dependents including spouse, if applicable.
 - If you currently reside within the US: Photocopy of your passport ID/picture page, US visa page, and I-94 are required for applicant and accompanying dependents including spouse, if applicable. The Form I-539 is required for change of status applicants. The Form I-20 issued by the last school attended is required for transfer students.
- Acknowledgement of Programs with Special Admission Requirements:** This form must be signed by the sponsor and applicant interested in one of Delaware Tech's competitive admission or wait list admission programs which includes but may not be limited to Airframe Maintenance, Allied Health, Automotive, Automotive Technician Studies, Nursing, and Renewable Energy Solar.
- Declaration of International Student Responsibility for Compliance**
- F-1 International Student Information Form**
- Declaration of Finances Form:** All applicants must complete the Declaration of Finances Form to detail how they will pay for the first year of study at Delaware Tech. Federal or state financial aid is not available to F1 students.

You must verify that at least \$23,727 is available to pay for academic and living expenses for the first year of study. Please be sure that you and/or your sponsors are able to accept the financial responsibility of being a full-time student in the U.S. Students are not legally permitted to work in the United States while studying on an F-1 visa.

The required financial documents must be:

- original documents in English on bank letterhead (photocopies/faxes/scanned documents are not accepted).
- checking or savings statements dated within 3 months of the application deadline showing that required funds are available.
- funds that are readily accessible to the student to support one year of study at Delaware Tech.

Supporting Financial Documents: Applicants must have their sponsor(s) complete the Affidavit of Support for Financial Sponsor in order to explain how they will pay for their first year of studies and living expenses while enrolled at Delaware Technical Community College. Students are expected to have available funding or sponsorship for the duration of their studies at Delaware Tech. Federal or state financial aid is not available to F-1 students. (F-1 students may still search and apply for privately funded [scholarships](#) or other forms of aid).

The following forms and/or documents are acceptable financial documents:

- **Affidavit of Support for Financial Sponsor:** Submit one form for each sponsor providing a bank statement. The sponsor's name must match the name appearing on the bank statement. Original bank statements in English and on bank letterhead must accompany each Affidavit of Support. Bank statements must be dated within 3 months of the application deadline. If you are providing a business/company bank statement, a letter from the bank indicating that the sponsor is the account holder must also be included.
- **Affidavit of Room and Board for US Sponsor (if applicable):** Room and board (housing and meals) provided by family, friends, or others may account for a portion of a student's expenses. Students must complete the Room and Board section of the Declaration of Finances form and the sponsor must complete the Affidavit of Room and Board. F-1 students may not work for sponsors as a condition of the sponsor's support; this includes child care, housekeeping, or work in off-campus businesses of any kind.
- **Government, Business, or Organization Sponsorship (if applicable):** Students meeting all or part of their expenses through government, business, or organization sponsorships must provide official documentation that confirms such support is available and the amount of the support.

Next Steps After You Have Applied:

After all required documents are received by Delaware Tech, allow three to four weeks for processing. When you are formally accepted to Delaware Tech, you will receive an acceptance letter. You must follow the steps listed on the next page to register with eShipGlobal and request that the College mail your I-20 form.

STUDENT MAILING INSTRUCTIONS VIA ESHIPGLOBAL:

Delaware Technical Community College provides an express mailing service called [eShipGlobal](#) that allows you to receive, or send, your documents to or from the College using FedEx, UPS or DHL. To submit a request to have your document(s) mailed to you, and create your shipment, please follow the instructions provided below.

How to Create a Shipment

1. Register for an eShipGlobal (“UEMS”) student account (<https://study.eshipglobal.com/register/>)
 - Click the activation link sent to your email address to activate your account, then login to your account (<https://study.eshipglobal.com/slogin.asp>)
2. Click the icon of the type of document(s) that you’d like to send/receive from the university (ex. “I-20”; “DS-2019”; etc.)
3. Enter “Delaware Technical Community College” in the ‘University Search’ box
4. Select the appropriate “campus” from the list of departments provided
5. Carefully review, make any necessary updates, and confirm your delivery address & information
6. Select your preferred carrier (FedEx, UPS or DHL) & shipping service from the options provided
7. Select your method of payment (Credit/Debit Card, Wire Transfer or PayPal) & enter payment information

Once your payment has been processed, you will automatically receive a confirmation email from eShipGlobal, and your shipping information will automatically be sent to the selected campus. Once the school has processed and shipped your document, you will automatically receive a notification email confirming that your package is in transit, and your tracking information.

You may also track or check the status of your shipment at any time (real-time updates available 24/7) by logging into your eShipGlobal account, downloading the “UEMS” mobile app (iOS & Google), or by contacting eShipGlobal’s Customer Service.

Please contact eShipGlobal Customer Service directly regarding any and all questions, or for assistance:

eShipGlobal Student Support Representatives are available Monday through Friday, from 8:00 a.m. to 6:00 p.m. (CST) via email, phone, or live chat online.

- Email: studentsupport@eshipglobal.com
- Phone: 800-816-1615 or 972-518-1775 (U.S./Canada), or 001-972-518-1775 (International)
- Chat online with a live representative (*login to your account, click blue tab “Online”*)
- You may also refer to eShipGlobal’s [FAQ](#) page for a list of frequently asked questions and answers.

NEXT STEPS AFTER YOU REQUEST THE I-20 FORM

You will be sent an email with important enrollment information including your student ID number. You may need to check your SPAM email folder for this information. If you do not receive this email within four weeks, please contact the Admissions Office at the campus where you applied to notify Admissions that you did not receive the email.

You must complete the I-901 form and pay the current fee on the U.S. Department of Homeland Security [website](#) after receiving the Form I-20 from Delaware Tech. The SEVIS I-901 receipt is required for an interview at the U.S. Embassy/Consulate.

Applicants outside the U.S. must apply for an F-1 visa and schedule an interview at the U.S. Embassy or Consulate in or nearest the applicant's home country. The following documents should be taken to the interview:

- College Acceptance Letter
- Form I-20 issued by Delaware Tech
- Financial Statements
- Declaration of Finances Form
- Affidavit(s) of Support for Financial Sponsor
- Affidavit of Room and Board for U.S. Sponsor (if applicable)
- SEVIS I-901 Fee Receipt

International students outside the U.S. should arrange to arrive in the U.S. no more than 30 days prior to the start date on the I-20, which is typically the first day of classes, so that there is adequate time to move into housing, participate in new student orientation, take placement tests, and register for classes.

All new F1 students must schedule an appointment with the Designated School Official (DSO) upon arrival in the U.S. and prior to the start of classes. To schedule your appointment, call the advisor on your home campus, where you applied for admission listed on [page 2](#).

ACKNOWLEDGEMENT OF PROGRAMS WITH SPECIAL ADMISSION REQUIREMENTS

Delaware Tech is an open access college, but students must demonstrate academic readiness for college level courses, satisfy course pre-requisites, and be selected for admission into academic programs that have limited seats and program-specific admission criteria and requirements. Academic programs with specific admission criteria, requirements, and limited seats offer admission to qualified students through either a **Competitive Admission Process** or a **Wait List Admission Process**.

In the **Competitive Admission Process**, qualified students are ranked on the basis of their performance in meeting admission criteria and completing admission requirements. Performance measures may include but are not limited to grades, course pass attempts, and scores on national and college specific examinations. Ranking is conducted each time program admission is open, so a student's chance of admission changes in relationship to the performance of other student applicants. **In a competitive admission process, program admission is not guaranteed to any student.**

In the **Wait List Admission Process**, qualified students are placed on a wait list for program admission after they meet all admission criteria and requirements at the minimal prescribed level. In this process, all qualified students who meet the admission criteria and requirements are eventually offered a seat in the program.

To be considered for a seat in academic programs with competitive or wait list admission processes, qualified students must participate in the program's application process. All applicants should review their selected program as shown in the College Catalog to determine if there are additional admission requirements related to their specific program of study. <https://www.dtcc.edu/academics/programs-study>.

Programs with limited seats and special admission processes may include but are not limited to the following:

- Aviation Maintenance*
- Airframe Maintenance Certificate*
- Power Plant Certificate*
- Allied Health**
- Automotive*
- Automotive Technician Studies*
- Nursing**

*Wait List Admission Program **Competitive Admission Program

Programs with limited seats and specific program admission criteria and requirements may afford preference to residents of the State of Delaware. Delaware residency is determined in accordance with the requirements contained in the College's residency policy (The policy can be found here:

<https://www.dtcc.edu/academics/student-handbook/entering-college>). The President of Delaware Technical Community College is authorized to establish enrollment quotas for qualified candidates by county for special admission programs that are offered in one or two counties in the State of Delaware and not offered in the other county or counties. At no time shall the quota for the campus offering the program be less than two-thirds of the entering enrollment.

Advisory Statement Regarding Additional Admission Requirements for Academic Programs

Delaware Technical Community College is an open admissions institution with degree, diploma, and certificate programs that require completion of courses, internships, practicums, clinical, field work assignments, and other experiential learning requirements.

Approval of a student's placement in settings such as health care facilities, schools, and human services agencies that provide these experiences is the right of the organization providing the setting and not the College.

Although requirements vary by organization and are constantly evolving, common criteria include:

- Satisfactory criminal background check, including a review of the adult abuse and child protection registries
- Satisfactory health exam, including proof of immunizations and drug screenings
- Valid Social Security number and proof of legal residency
- High school diploma (also required for admission to selective programs)
- Other applicable licensing/credentialing requirements

Students should be aware that these requirements could limit or prevent their ability to complete an academic program. Students are responsible for all arrangements and costs associated with these requirements. It is the student's responsibility to inquire about conditions and acceptance into courses and programs that may have special requirements.

Full-time Enrollment Status Required While Awaiting Admission Decision for Special Admission Programs

Students who are accepted into a competitive or wait list admission program may have a lengthy waiting period before taking degree-related classes. During this waiting period, United States immigration regulations require that international students studying on the F-1 visa study full-time each semester.

Full-time Enrollment Status Required During Clinical Portions of Programs

Students who are accepted into a competitive or wait list admission program may also have to complete clinical courses which do not equate to a full-time course load. United States immigration regulations also require that F-1 international students study full-time during these semesters as well.

By signing below, the student and sponsor acknowledge that they have read and understand the above terms of this document or that it has been translated and fully explained to them.

Student's Signature

Printed Name

Date

Sponsor's Signature

Printed Name

Date

DECLARATION OF F-1 INTERNATIONAL STUDENT RESPONSIBILITY FOR COMPLIANCE WITH USCIS REGULATIONS & DELAWARE TECH POLICIES AND REGULATIONS

Individuals who enter the United States on an F-1 student visa are subject to special requirements during their stay. Each individual is responsible for maintaining his/her F-1 status. I agree to comply with the following visa regulation requirements and protocol:

Maintain Full-Time Enrollment: I understand I must enroll as a full-time student (12 or more credit hours) every fall and spring semester. I further understand that I must enroll in at least nine (9) credits that are classroom based. F1 International Students enrolled in an English as a Second Language (ESL) program are not permitted to enroll in online courses, and must enroll in a minimum of 18 clock hours per semester. I understand that if I am awaiting acceptance to a competitive admission program, I must maintain full-time status.

Changes to Class Schedule: I understand I must not drop/add classes without first consulting with my international student advisor and DSO. Any student wishing to withdraw or reduce their course load due to medical reasons or extenuating circumstances must obtain prior approval from the campus DSO.

Employment: I understand I am not allowed to work off campus in the United States without U.S. Citizenship and Immigration Service (USCIS) authorization. I further understand that working off-campus without USCIS approval is a serious violation of my F-1 visa status. I may, however, work on campus for a maximum of twenty hours per week when school is in session if employment is available.

Travel Outside of United States: I understand I must notify my designated school official (DSO) at least 2 weeks prior to traveling outside the U.S. to obtain his/her signature on my current valid I-20 if I plan to return.

Extension of Stay: I understand I must apply for an extension of my program of study prior to the expiration date of my I-20 if I cannot complete my program by the expiration date. I must complete and file my request for an extension on a Form I-538 with the Immigration and Naturalization Service district office having jurisdiction over Delaware Tech at least 15 days but not more than 60 days prior to the expiration of my authorized stay.

Legal Obligations: I understand that it is my responsibility to be fully aware of the legal obligations of my F-1 international student status and to fully comply with all related requirements. Delaware Technical Community College does not provide legal services. For legal issues and services, please contact an immigration attorney.

Maintain Valid Foreign Passport: I understand I must maintain a valid foreign passport at least 6 months ahead of its expiration date unless I am exempt from passport requirements.

Medical Insurance: I understand medical insurance (including repatriation coverage) is not required but strongly encouraged to have during my time of study at Delaware Tech.

Notice of Changes:

I understand I must report the following changes in information to my DSO within 10 days:

- Any change in my legal name
- Any change in my local home address (where I physically reside), email, or phone number
- Any plan to change my major or program of study
- Any changes to sponsor's information

Progress toward Completion: To maintain F1 status, I understand I must pursue and complete my full course of study before the program end date recorded on my currently valid Form I-20, unless I apply for and am approved for a program extension.

Tuition Assessment: I understand I am not eligible for the Delaware resident tuition rate and will be billed at the out-of-state tuition rate.

All applicants accepted to Delaware Tech are expected to comply with the College’s academic policies and regulations. Please carefully read and acknowledge the following requirements for F-1 students:

- I understand I must undergo testing to demonstrate my proficiency in mathematics, reading and the English language. I understand I must take the ACCUPLACER/LOEP college placement test if my first language is not English and if I have not submitted the appropriate TOEFL or IELTS scores. I will enroll in the English as a Second Language Program if testing indicates the necessity to improve my English proficiency before enrolling in degree level courses.
- I understand that the College has the right to engage in an exchange of information regarding my enrollment status, academic standing and progress, conduct, or unmet obligations with United States federal and local government law enforcement offices and agencies working under the authority of the U.S. Department of Homeland Security.
- I understand I must provide evidence of the information in my admission application packet including updated financial statements, if requested by a college official. I understand it is my responsibility to notify the Admissions Office of any changes in the information I have provided.
- I agree to attend a new student orientation session during my first year of study and the F-1 International Student Orientation and Information Session each semester.
- I agree to comply with Delaware Tech’s policies and regulations including those related to zero tolerance for drugs, alcohol, and weapons on campus. I understand failure to do so will result in the penalties described in the Delaware Tech Student Handbook.

I certify that the information that I have provided is correct and complete. I understand that deliberate failure to provide accurate information may result in the denial of admission or dismissal from the College.

I have read the above conditions and fully understand and agree to them.

Student’s Signature

Date

F-1 INTERNATIONAL STUDENT INFORMATION FORM

(Please print and use only black or blue ink).

I plan to attend Delaware Technical Community College:

- Campus: Dover Georgetown Stanton Wilmington
 Year: 20 _____ Fall Semester (Aug-Dec) Spring Semester (Jan-May)
 Admission Status: High School Graduate College Transfer or Graduate
 Enrollment Status: Initial-status Student Transfer Student

STUDENT INFORMATION:	
Family Name (Last Name)	
Given Name (First Name)	
Middle Name (if any)	
Date of Birth (MM/DD/YYYY)	
Country of Birth	
Country of Citizenship	
Native (First) Language	
Local Phone Number	
Cell Phone Number	
Permanent Email Address	
PERMANENT ADDRESS IN HOME COUNTRY (required):	
Address	
City	
State/Province:	
Country & Postal Code:	
U.S. ADDRESS (if available):	
Address	
City	
State & Zip Code	
EMERGENCY CONTACT INFORMATION: Who should be contacted in case of an emergency or medical situation?	
Name of Emergency Contact	
Relationship	
Telephone Number	
Cell Phone Number	
Email Address	
Does this person speak English?	<input type="checkbox"/> Yes <input type="checkbox"/> No If not, what language(s) do they speak? _____

EDUCATIONAL GOAL (check all that apply):	
<input type="checkbox"/>	English as a Second Language (ESL) Certificate
<input type="checkbox"/>	Associate Degree Program/Major: _____
<input type="checkbox"/>	Other: _____
PASSPORT INFORMATION:	
Passport Number	_____
Passport Expiration Date	_____
Passport Country of Issuance	_____
CURRENT RESIDENCY & STUDENT VISA STATUS:	
Are you currently residing in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	
What is your visa student status?	
<input type="checkbox"/>	Applying for an F-1 visa from my home country
<input type="checkbox"/>	Transferring my current valid F-1 visa to Delaware Tech <i>(if so complete transfer clearance form)</i>
<input type="checkbox"/>	Changing my current valid status from _____ (current visa status) to F1
<input type="checkbox"/>	Other _____
If you are currently studying in the U.S., what is the name of the college or university that you are attending?	
Name of College/University _____ City/State _____	

I certify that the information given above is complete and accurate to the best of my knowledge and realize that any falsification of information, particularly that concerns residency, may release Delaware Tech from considering my application for admission or may lead to dismissal from the College at a later date.

Student's Signature

Date

F-1 INTERNATIONAL STUDENT DECLARATION OF FINANCES

STUDENT INFORMATION

Family (Last) Name _____ Given (First) Name _____ Middle Name (if any) _____

DEPENDENT INFORMATION (complete only if you are to be accompanied by spouse and/or children):

Name: Last, First	Gender (M/F)	Date of Birth (MM/DD/YY)	Country of Birth	Country of Citizenship	Relationship to Applicant

Students must show proof of \$23,727 to cover academic and living expenses plus an additional \$3,000 per dependent to ensure adequate financial means.

Expense	Per Semester	Per Year (x2)
Tuition and Fees (based on 15 credits per semester)	\$6263.50	\$12,527
Books/Supplies	\$800	\$1600
Room	\$2000	\$4000
Board	\$1000	\$2000
Misc. Expenses	\$400	\$800
Transportation	\$1400	\$2800
TOTAL*		\$23, 727*

FINANCIAL/SPONSORSHIP INFORMATION

I will use the following sources of support to fund my education and living expenses while studying at Delaware Technical Community College. (Check all that apply)

Each sponsor must show bank statements and complete an Affidavit of Support. Amount Available

Name _____ Relationship _____ US\$ _____

Name _____ Relationship _____ US\$ _____

Name _____ Relationship _____ US\$ _____

Sponsor will provide room and board (valued at \$6,000) US\$ _____

Other (Institutional Declaration of Finances Form, Governmental or Non-Governmental Scholarship, Statement of Line of Credit, etc. – Supporting documents required) US \$ _____

TOTAL FINANCIAL SUPPORT AVAILABLE: US \$ _____

APPLICANT'S UNDERSTANDING AND SIGNATURE

I certify that the information on this form is true and accurate. I understand that even though I am documenting financial support for one academic year, I am responsible for tuition and living expenses for the duration of my stay at Delaware Technical Community College. I understand that Delaware Tech strongly recommends that students obtain medical insurance on their own, as medical costs paid out-of-pocket in the United States can be cost prohibitive. I understand that I must make satisfactory payment arrangements with the College prior to attending class. I understand that I may not work off-campus without first receiving employment authorization from USCIS. I also understand that I may not work for my sponsor as a condition of support. I understand that on-campus employment cannot be guaranteed.

Applicant's Signature: _____ Date: _____

F-1 INTERNATIONAL AFFIDAVIT OF SUPPORT FOR FINANCIAL SPONSOR

This form is required only when the student is financially supported by a family member or personal sponsor. A form is required for each sponsor. This form may be duplicated for additional sponsors.

STUDENT INFORMATION

Family (Last) Name Given (First) Name Middle Name (if any)

SPONSOR INFORMATION

Family (Last) Name Given (First) Name Middle Name (if any)

TO THE FINANCIAL SPONSOR: Please check each line below to verify all information is correct.

- ___ Bank statement is attached
___ Bank statement shows my name as the account holder (or I have included a letter from the bank indicating my control of a business account)
___ Bank statement is an original document on bank letterhead (Internet bank statements will not be accepted.)
___ Bank statement is in English
___ Bank statement shows current available funds
___ Bank statement is dated within 3 months of the application deadline

I, _____, will provide financial support to _____,
(Sponsor's name) (Student's name)

in the amount of \$ _____ (USD) while he/she attends Delaware Technical Community College. This may include support for his/her spouse or other dependent(s).

SPONSOR ADDRESS: _____

TELEPHONE NUMBER _____ SPONSOR EMAIL ADDRESS _____

I acknowledge that I am willing and able to receive, maintain, and support the prospective student for the full duration of his or her program of study and that this affidavit is made by me for the purpose of assuring Delaware Technical Community College that the student will not find it necessary to appeal to the college or any other agency for scholarship or other financial aid. Further, I understand that the student cannot perform any work in my home or business in exchange for sponsorship.

I affirm that I know the contents of this affidavit signed by me and the statements are true and correct.

Sponsor's Signature _____ Date _____

F-1 INTERNATIONAL STUDENT AFFIDAVIT OF ROOM AND BOARD FOR U.S. SPONSOR(S)

(for sponsors in the United States providing free room and board)

By signing this affidavit, the sponsor is swearing to the U.S. government that this student will live with him/her free of any charge for room and food for every year that the student is studying and living in the United States. The sponsor is also proving with the documents that are attached that he/she is the person who owns or rents the property and can afford the support he/she is promising.

Before signing, the sponsor must understand that he/she is making a financial commitment to the student that should not be broken. Sponsors who fail to provide the support promised may force students to drop out of school and cause pain and suffering. The sponsor should not expect the student will be able to help support the costs through employment. Employment is strictly controlled by the Immigration Service and is very limited.

I, _____, will provide room and board at the following
(Sponsor's name)

address: _____
(United States Address)

for _____ while he/she studies at Delaware Technical
(Student's name)

Community College.

Do you (the sponsor) own or rent the property? Own Rent

This affidavit must be sent with a photocopy of a deed, lease, or mortgage in the sponsor's name.

I hereby affirm that I own or rent the property at the address above where I am providing room and board for the student named. Further, I will make it available without requiring service or payment from the student for the duration of his/her studies at Delaware Technical Community College.

Sponsor's Signature Printed Name Date

Relationship to Student

In accordance with the Family Educational Rights and Privacy Act, a student's records are the sole property of the student and cannot be released without student permission. More information is available in the College Catalog at <https://www.dtcc.edu/continuing-education/non-credit-policy-guide/collegewide-policies>

Delaware Technical Community College is an equal access, equal opportunity, open admission institution. Admission to the College is made without regard to race, color, creed, religion, sex, national origin, age, disability, genetic information, marital status, veteran status, sexual orientation or gender identity.

It is the policy of the College that no person shall, on the basis of race, color, creed, religion, sex, family or marital status, pregnancy, national origin, age, disability, sexual orientation or genetic information be subjected to any discrimination prohibited by the Civil Rights Act of 1964, as amended; the Age Discrimination in Employment Act, as amended; Americans with Disabilities Act, as amended; Section 504 of the Rehabilitation Act of 1973; Title IX of the Educational Amendments of 1972; the Genetic Information Nondiscrimination Act of 2008; Delaware's anti-discrimination law and other applicable laws, regulations and Executive Orders.

All persons associated with the college are subject to this policy while on property owned or controlled by the college or while acting in an official capacity, including faculty, staff, officers, trustees, volunteers, contractors and vendors. In addition, this policy applies to conduct that occurs off college property or is otherwise unrelated to the person's association with the college if:

1. The conduct was in connection with a college or college-recognized program, activity or event;
2. The conduct is alleged to have created a hostile environment for a member of the college community;
3. The conduct disrupts the normal operations and processes of the college and is offensive to the college's mission;
4. The continued presence of the individual accused of violating this policy poses a moderate or higher threat to any member of the college community; or
5. The nature of the alleged conduct adversely affects the reputation, mission, image or public perception of the college.

This policy applies to recruitment, employment and subsequent placement, training, promotion, compensation, continuation, probation, discharge and other terms and conditions of employment over which the College has jurisdiction as well as to all educational programs and activities. The College has designated a Civil Rights Coordinator, who serves as the College's Title IX Coordinator and the College's ADA/Section 504 Coordinator, to carry out its commitment to equal opportunity and nondiscrimination. Inquiries or complaints by students or employees regarding the College's nondiscrimination policies may be addressed to: Janis C. Beach, Civil Rights & Title IX Coordinator, Office of the President, 100 Campus Drive, Dover, DE 19904, (302) 857-1903, civilrights@dtcc.edu

