
Process for International Students

Thank you for your interest in the Intensive English Program (IEP) at SFBU.

The first step is to complete an IEP application: <https://www.sfbu.edu/iep/apply>

You must upload pdf scans of the following documents to your application:

1. PDF scan of the photo page of your valid (unexpired) passport, showing the entire page clearly
2. PDF scan of a recent financial support document showing a minimum amount of \$38,600 available for living expenses and study costs in your first academic year at SFBU. This document must be written in English or translated into English, and officially signed and stamped by the financial institution. It can be any combination of the following:
 - a) a current letter from a bank which states the total amount of money in the account, plus bank statements showing at least two months of recent activity in that same account; or
 - b) a loan letter from a lending institution; or
 - c) copies of fixed deposits

An affidavit of support or sponsor letter is required if the money is not in your name. The name on the sponsor letter must be exactly the same as the name on the financial support document. The amount on this letter should not be more than \$60,000. A blank Guarantor/Sponsor Letter is available on the Applicant Portal.

The \$38,600 is related to F-1 international student visa requirements from the U.S. government. The United States Citizenship and Immigration Services (USCIS) requires that visa applicants prove to the university that they have the money to pay for their living expenses and study costs during the time period covered by the visa. The time period for the IEP is one year. The university must verify these funds before creating the Form I-20 that the applicant takes to the visa appointment at a U.S. embassy or consulate.

After your application is complete, these are the next steps:

1. We email you a link to schedule an online English language level testing appointment using Google Meet. The testing is free and takes about 90 minutes.
2. If you qualify, SFBU creates an IEP Letter of Acceptance for you. SFBU will also apply for a Form I-20 for you and send it to you. Then, you can make an appointment at your local U.S. embassy or consulate to apply for your F1 international student visa. Before you make your appointment, you must pay a SEVIS fee to the U.S. government. Please see <https://fmjfee.com/i901fee/index.html> for information about this fee.
3. Go to your visa interview appointment and get your visa.
4. Pay the \$150 confirmation (Intent to Report) fee to SFBU. This money will be credited toward your first tuition payment when you enroll in IEP courses.
5. Complete the COVID-19 and Tuberculosis health requirements before you come to SFBU: <https://www.sfbu.edu/admissions/entrance-health>
6. Arrange for on-campus housing at SFBU, if needed: <https://www.sfbu.edu/student-life/housing>