



INTERNATIONAL STUDENT ADMISSIONS I-20 REQUEST FORM

If you intend to enroll at Richmond Community College, you are required to complete all pages of this request form. The SEVIS Form I-20 needed to obtain the U.S. student visa abroad or to transfer from one school to another in the U.S., will be prepared for you upon receipt of this request form, the required financial proof for educational and living expenses in the U.S., and other required documents.

Personal and Immigration Information (Type or Print as it appears on your Passport)

Name of Student _____
Surname/Primary Name (Last Name) _____ Given Name (First, Middle Names) _____

Passport Name _____ Gender _____

Date of Birth _____ City of Birth _____
Month / Day / Year

Country of Birth _____ Country of Citizenship _____

Country of Legal Permanent Residence _____

If you are outside the U.S. now, what is your present position in your home country?

(For example: Secondary School Student / University Student / Employed / Military duty, etc.)

Email Address: _____

Foreign Address and Phone

Address _____

City _____ Province/Territory _____

Postal Code _____ Country _____

Telephone Number: _____
(List country code first)

Current US Address (if applicable):

(You must update RichmondCC with your US Address when you arrive in the US)

Address _____

City _____ State _____ Zip _____

Telephone Number: _____ Fax Number: _____



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Do you plan to enter the U.S. and study at another school before enrolling at Richmond Community College? ☐Yes ☐No

If 'Yes', Please List School Name _____
Start Date _____ End Date: _____

Are you currently in the United States? ☐Yes ☐No

If you are in the U.S. now, indicate your nonimmigrant status:
F-1 _____ J-1 _____ F-2 _____ J-2 _____ Other _____

Which institution issued your current I-20/DS-2019 document?

**Please attach a photocopy of your current
I-20 or DS-2019 (front and back).
If you are in a nonimmigrant status other than F-1 or J-1,
attach photocopy of your I-94 card (front and back).**

If you plan to travel outside the U.S. before beginning your studies at Richmond Community College, please provide this information:

To what country? _____

Departure date _____ Return date _____

English Proficiency

Test of English as a Foreign Language (TOEFL iBT®).
A minimum total score of 60 is required.

TOEFL iBT® total score: _____

Please attach TOEFL iBT® scores.

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Dependents

Will your spouse and/or children come with you on a dependent visa? ☐ Yes ☐ No

If yes, please complete the following for each family member (If additional children, list on separate sheet):

Spouse	
Last Name	
First Name	
Middle Name	
Birthdate	
Gender	
City of Birth	
Country of Birth	
Country of Citizenship	

Child	
Last Name	
First Name	
Middle Name	
Birthdate	
Gender	
City of Birth	
Country of Birth	
Country of Citizenship	

Child	
Last Name	
First Name	
Middle Name	
Birthdate	
Gender	
City of Birth	
Country of Birth	
Country of Citizenship	

I certify that that information provided in the above sections is true and correct to the best of my knowledge.

Student Printed Name

Student Signature

Date



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Financial Certification

Richmond Community College requires confirmation of financial resources for each nonimmigrant student. This information must be received by the Registrar's Office before the immigration SEVIS Form I-20 can be issued to a new student.

Please understand that the proof of annual coverage for tuition and fees; living expenses; and other expenses will be required. Since these financial items are expected to change periodically, your Registrar's Office Official will provide you with the estimated total amount for the first academic year.

Tuition, living expenses and books for one academic year will cost approximately \$30,000 (Out of State Tuition). This is estimated.

Please add an additional \$5,000 for each dependent. *Tuition and fees are subject to change without notice. Figure does not include the summer session and is an estimate of living and insurance expenses.

Please indicate how you will be supported while attending Richmond Community College:

My financial support will be provided by a sponsor, such as an organization, family or myself. Evidence of financial support (such as original notarized letter from your sponsor's bank) certifying financial ability to support your educational and living expenses must be provided. Sponsoring organizations should provide original letter of support indicating the specific coverage (minimum required funding as stated by Registrar's Office Official) and duration of funding.

This is to certify that I will be the financial sponsor for

(Student's Name)

and I will assume full financial responsibility for these expenses while he/she/I attends Richmond Community College.

Student/Sponsor Printed Name

Student/Sponsor Signature

(Date)

You are required to provide documentation of financial support.



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Don't forget to attach:

A copy of your passport showing your full legal name

If applicable, a photocopy of your current I-20 or DS-2019 (front and back). If you are in a nonimmigrant status other than F-1 or J-1, attach photocopy of your I-94 card (front and back)

TOEFL iBT® scores

Documentation of financial support

**Please mail this request form and
attachments to the registrar's office.**

Cayce Holmes, Registrar PDSO
Richmond Community College
PO Box 1189
Hamlet NC 28345
Phone: 910-410-1721
Email: ccholmes@richmondcc.edu

THANK YOU!