

UNDERGRADUATE SEMESTER APPLICATION INSTRUCTIONS

Boston University Metropolitan College
International

All application documents should be returned to the international office at your home school or agency, following their stated deadlines.

If you are a free mover student, please send all documents directly to MET International via email at metintl@bu.edu.

APPLICATION DOCUMENTS

Due by:	MET International Application Form (Instructions at the bottom of the page)
	International Student Data Form
April 15 for Fall	Original, official academic transcripts
Oct. 1 for Spring	Official TOEFL or IELTS score, sent directly to MET International from ETS or the British Council, or sent by your home institution. [ETS DI Code 8675]
	Copy of passport picture page, valid for at least 6 months from the start of your program
	Financial Documentation
	Affidavit of Support, if you are financially sponsored
	Copy of any US immigration documentation, if you have been in the US during the past 6 months

Due by:	
Aug. 1 for Fall	Immunization Requirements Form, sent after admission; to be returned to BU's Student Health Services Office
Jan. 14 for Spring	

ONLINE APPLICATION INSTRUCTIONS

- Visit the online application form at www.bu.edu/metinternational/application and complete the **Undergraduate** application.
- Information entered on the application cannot be saved electronically. If you exit before completing the form, you will not be able to resume where you left off.
- Print a copy of the online application form before submitting electronically. Have your class choices approved by your Academic Advisor at your home university.



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- If unable to select courses at the time of your application, you will be able to finalize your registration after admissions into the program.
- Submit the copy of your printed application, along with all other required documents, to the International Office at your school.
- If you are a free mover student, submit electronically directly to MET International.
- All materials are to be sent by your school electronically to metintl@bu.edu

For additional information, please contact the MET International Office:

Phone: +1-617-353-8429

Email: metintl@bu.edu

Address: MET International
1010 Commonwealth Avenue 1st floor
Boston, MA 02215

INTERNATIONAL STUDENT DATA FORM

This form must be completed by all international students applying for admission. Please answer all of the questions completely and return the form with the requested financial documentation and copies of U.S. immigration documents (if applicable) to the Admissions Office reviewing your academic application. Once you have been admitted to a program of study (and, in some cases, once you have formally accepted the offer of admission), the Admissions Office will send this form and supporting documents to the Boston University [International Students & Scholars Office](#) (ISSO). Once your record has been reviewed and determined to be complete, the ISSO will forward an official immigration document to you with instructions on how to apply for the student visa at the nearest U.S. Embassy or Consulate. If you are currently in the U.S., the ISSO will forward specific immigration instructions to you to facilitate your enrollment.

GENERAL INFORMATION (Please enter all names exactly as they appear on your passport)

Name (Last/First/Middle): _____ Male ☐ Female ☐

Date of Birth (MM/DD/YYYY): _____ Place of Birth (City/Country): _____

Country of Citizenship: _____ Country of Legal Residence: _____

Permanent address in home country:

Street: _____ City: _____
State/Province: _____ Country: _____ Postal Code: _____

E-Mail: _____ Phone Number: _____

If you wish correspondence, including your immigration document, to be sent to an address different from the one above, please write it here:

Street: _____ City: _____ State/Province: _____

Country: _____ Postal Code: _____ Phone Number: _____

This address can be used for correspondence from (MM/DD/YYYY): _____ to _____

FINANCIAL DECLARATION

Boston University is required by U.S. government regulations to verify the availability of adequate funding for your tuition, fees, and living expenses for the duration of your studies at Boston University to issue the immigration documents necessary to obtain a student visa. All financial documents submitted for evaluation will become the property of Boston University and will not be returned to the applicant. It is recommended that you request multiple copies of the documentation listed below to submit at the point of visa application and to retain for your records. Please refer to the [Estimate of Expenses](#) for the breakdown of fees and for the minimum required per year.

All declarations of financial support must:

1. Reflect the minimum amount of support in U.S. dollars
2. Specify funding for study at Boston University (not another college or university)
3. Include a date and be no more than one year old from the intended date of enrollment
4. Indicate the period of time for which the support will be provided
5. Be written in English
6. Reflect funds that are readily available for tuition payment (i.e., checking or savings accounts).
 - Certain investment accounts such as stocks, salary documents, property holding, etc. do not reflect available funds and will not be accepted.

Please check the box below which describes the type of funding you will be receiving, and attach the appropriate official documentation as outlined below. Please note that additional funding must be provided for any accompanying dependent for which a document will need to be issued. Dependents are defined as spouse or unmarried children under the age of 21.

If you will be funded by a family member, please submit:

1. A letter of sponsorship which indicates that your sponsor is willing and able to support you financially for your academic fees and living expenses throughout the duration of your studies at Boston University. The letter must also indicate the sponsor's relation to you (i.e.: mother, father, etc.)
2. An official bank statement or letter or credit reference from a bank stating the availability of the minimum estimated expenses as indicated on the Estimate of Expenses.

If you will be funded by your government, an organization, a company, etc., the sponsor must submit a letter of sponsorship on official letterhead which states:

1. That your funding is valid specifically for Boston University.
2. Exactly which expenses will be covered (i.e., academic fees, living expenses, health insurance, financial support for family members, travel, etc.)
3. The length of the financial support.

If you will be funded by a bank loan, you must submit an official letter of certification from the lending institution indicating the specific amount for which you have been guaranteed.

If you have received a financial award from Boston University (i.e., Fellowship, Assistantship, Scholarship, etc.) you may not need to provide additional financial documents if the award will meet or exceed the Estimate of Expenses.

If you will be funded in a manner not listed above (for example, if you will fund yourself), you must submit official documentation (a bank statement or a credit reference from a bank) indicating the specific amount.

EDUCATIONAL INFORMATION

List all schools, colleges, or other institutions including English language program you have attended or are attending in your country and elsewhere, including the US:

Name of Institution	Location	Degree (if applicable)	Dates (from - to)

IMMIGRATION AND VISA INFORMATION

All applicants must submit:

a dark and legible copy of the personal data page of your passport including the page that indicates the passport expiration date

In addition, if you are currently in the U.S. or have been in the U.S. during the past six months, please check the appropriate box below and submit dark, legible copies of the requested documents:

F-1 student status: copies of the first and third page of all of your Form(s) I-20, copy of the most recent F-1 visa stamp in your passport (if applicable), copy of the most recent U.S. Entry Stamp in your passport and paper I-94 document (if applicable), and front and reverse side of any Employment Authorization Card(s) (if applicable)

J-1 Exchange Visitor status in any category: copies of all of your Form(s) DS-2019, copy of the most recent J-1 visa stamp in your passport (if applicable), and copy of the most recent U.S. Entry Stamp in your passport and paper I-94 document (if applicable)

F-2, J-2, H-4 or any other dependent immigration status: copy of the most recent visa stamp in your passport (if applicable), copy of the most recent U.S. Entry Stamp in your passport and paper I-94 document (if applicable), and copies of all immigration documents from your spouse or parent on which you are dependent for your immigration status

Any other immigration status: Copy of the most recent U.S. Entry Stamp in your passport and paper I-94 document (if applicable), copy of the most recent visa stamp in your passport (if applicable), copies of all of your Form(s) I-797 and/or any other relevant immigration documents

If you are not currently in the U.S., to which U.S. Embassy or Consulate do you intend to apply for your visa stamp?

Please include the city and the country:

FAMILY INFORMATION

Your spouse and your children (under the age of 21) are eligible to apply for dependent visas to accompany you to the U.S. or to join you at a later time. Please complete the information below about each dependent (whether or not your dependent(s) will be included in your visa/status application).

Do you have any dependents (as defined above)?	No	Yes. How many?		
Are your dependents in the U.S.?	No	Yes - please also provide copies of their immigration documents.		
Are you requesting for BU to issue a dependent immigration document for your dependent(s) to assist them with applying for a dependent visa	No	Yes - please also provide copies of their immigration documents.		
	Dependents 1	Dependents 2	Dependents 3	Dependents 4
Family/Last Name				
First/Given Name(s)				
Middle Name(s)				
Date of Birth				
City of Birth (month/day/year)				
Country of Birth				
Country of Citizenship				
Country of Legal Permanent Residence				
Relationship*				
Current immigration status, if in U.S.				

* Please indicate "Wife," "Husband," "Son," or "Daughter." If you have more than four dependents, list them on an additional sheet.

LAST POSITION HELD IN HOME COUNTRY

Please give the title and a brief description of the most recent (or current) position held in your country of citizenship or country of last legal permanent residence. If the last position was that of student, please write "Undergraduate student" or "Graduate student."

Please choose the category that best describes the employer of the above position:

Government Academic Community Private Sector The Arts or Sports Labor Union or Organization Communications/Media Military

I attest that the information I have provided above is accurate, and I understand that it will be released to the U.S. Department of Homeland Security to create official immigration records for me and my dependent family members. I understand that I am responsible for submitting adequate financial documentation demonstrating my ability to pay for my tuition and living expenses. Failure to report accurate information could jeopardize my eligibility for a U.S. visa or my ability to enter the U.S. and enroll in my academic program.

Signed:

Dated:

In order to evaluate your application and to comply with U.S. immigration laws, Boston University must obtain personal information from you, as explained in the Boston University Family Education Rights and Privacy Act Notice: <http://www.bu.edu/reg/academics/ferpa/>

Boston University prohibits discrimination against any individual on the basis of race, color, religion, sex, age, national origin, physical or mental disability, sexual orientation, or marital, parental, or veteran status. This policy extends to all rights, privileges, programs, and activities, including admissions, financial assistance, employment, housing, athletics, and educational programs. Boston University recognizes that nondiscrimination does not ensure that equal opportunity is a reality. Because of this, the University will continue to implement affirmative action initiatives which promote equal opportunity for all students, applicants, and employees. Inquiries regarding the application of this policy should be addressed to the Director of Equal Opportunity, 25 Buick Street, Boston, Massachusetts 02215.

FINANCIAL DOCUMENTATION

REQUIRED FOR ALL STUDENTS

IMPORTANT: Ask your school for the minimum estimated total for your program, if it was not already provided with these application instructions.

Financial documentation is an official letter or statement from a bank. You or the person funding your education (sponsor) must submit financial documentation to receive an I-20 immigration document. The minimum amount required to demonstrate is the estimated total corresponding to your program of study.

It is recommended that you request **three sets of financial documents**: one for Boston University, one for the U.S. Embassy or Consulate where you will apply for the visa, and one to retain for your records (and to present at the U.S. Port of Entry if requested). **Please send only one with your application.**

The financial documentation must:

- Show the minimum estimated total for your program in **US Dollars (USD)**
- Specify funding for study at Boston University
- Include a date and be no more than one year old from the intended date of enrollment
- Indicate the period of time for which the support will be provided
- Be written in English
- Reflect funds that are readily available for tuition payments (i.e., checking or savings accounts). Certain investment accounts such as stocks, salary documents, property holdings, etc. do not reflect available funds and will not be accepted
- Contain a signature or stamp from the financial institution
- Use the official letterhead of the financial institution

A note about multiple sources of support:

You may submit multiple sources of financial documentation to reach the estimated total. There is no limit to the number of sources or sponsors. Your home institution or government may provide a letter showing their funding support.

Sample text for financial documentation

To whom it may concern:

This bank confirms that Mr./Ms. [SPONSOR'S NAME] is/are a client of this bank and that they hold enough funds in this account to cover payment for all expenses totaling a minimum of [MINIMUM ESTIMATED TOTAL FOR PROGRAM] in US Dollars (USD) for their daughter/son to study at Boston University during the [FALL/SPRING/SUMMER, 20**] semester/semesters.

I hereby sign the present certificate:

[SIGNATURE OF BANK OFFICIAL and DATE]

Review examples of acceptable financial documentation in the final 2 pages of this document



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AFFIDAVIT OF SUPPORT

ONLY REQUIRED WHEN STUDENT IS SPONSORED

When someone else is providing financial support, such as a parent or sibling, they are considered your sponsor. In addition to financial documentation, the sponsor needs to complete this Affidavit of Support.

Student's Name: _____
Family/Last Name, First/Given Names

Boston University ID Number (if known): _____

Sponsor's Name: _____

Sponsor's Relationship to Student: _____

Specific Boston University School/College and Program: MET International Undergraduate Semester

This certifies that I, _____, am willing and able to financially support
Sponsor's printed name
the above named student (and his/her family, if applicable) for academic fees and living expenses of a minimum of **USD** _____ throughout the duration of his/her studies at the Boston University Metropolitan College. Attached to this certification is official documentation of available funds to cover expenses during the student's studies at BU. It is the student's responsibility to document availability of additional required funds, if necessary.

Sponsor's Signature: _____

Date Signed: _____



Hallertauer Volksbank eG, Postfach 1143, 85261 Pfaffenhofen a. d. Ilm

Hauptplatz 21
85276 Pfaffenhofen

Telefon: 0 84 41 / 8 51 - 0

Telefax: 0 84 41 / 8 51 - 1 15

Registergericht:

Amtsgericht Ingolstadt

Gen.-Reg. Nr. 101376

Sitz: Pfaffenhofen a. d. Ilm

Datum:

19. Februar 2013

Betreff: Bank Statement for Boston University

This Bank confirms that Mr. [REDACTED] is a Client of this Bank
and that he hold enough funds in this account to cover payment for all the expenses
totaling a minimum of USD 44.850,00 für his son tu study at
Boston University during Spring and Summer Semesters 2014.

Yours sincerely

[REDACTED]



花旗银行（中国）有限公司
Citibank (China) Co. Ltd

资金冻结证明
Hold Fund Certificate

签发日期 Date 2012.11.30

兹证明 我行已经根据 [REDACTED] 先生（下称“委托人”， [REDACTED] ）的授权和指令冻结其在我行全部/部分存款，详情如下：

We hereby certify that Citibank (China) Co., Ltd has hold the below fund in accordance with Miss [REDACTED] (the "Authorizer" with ID Number [REDACTED]) authority and instruction. The detail is as follows:

帐号 Account Number	货币 Currency	金额 Amount	存款种类 Deposit Type	资金冻结期 Hold Fund Period
[REDACTED]	CNY	500,000.00	Time Deposit	起始日 Effective Date: <u>2012</u> 年 <u>11</u> 月 <u>30</u> 日 到期日 Expiration Date: <u>2013</u> 年 <u>07</u> 月 <u>31</u> 日

- 1、本证明不能作为提取上述存款的凭证，不能用于质押、担保，副本无效；
- 2、在资金冻结期间内，我行仍应执行任何有权机关（包括但不限于法院、检察院和公安机关）要求查询、冻结和扣划本帐户的命令；
- 3、在资金冻结期间内，我行仍根据委托人与我行签署的有关贷款合同(包括抵押贷款、质押贷款和无担保贷款)项下的抵销条款，在委托人发生该等贷款合同项下的违约情况时，我行有权在不事先通知委托人的情况下，将该等冻结资金予以抵销或划转以偿还委托人的贷款欠款。
- 4、本行不承担委托人因使用本证明所产生的任何法律责任。
1. This Certificate shall not be used for the deposit withdrawal, creation of pledge, guaranty or any other encumbrance. Only the original copy of this Certificate is valid;
2. During the Hold Fund Period, the Bank is obligated to act on the instructions from competent regulatory, juridical or governmental requirement or order in relation to account inquiry, fund freeze or transfer;
3. During Hold Fund Period, the Bank is entitled to set off or transfer the fund held to repay the outstanding loan amount owed to the Bank without giving a prior notice to Authorizer if any event of default as specified in the loan agreement occurs. The loan agreement herein includes the mortgage loan agreement, pledge loan agreement and/or unsecured loan agreement that the Authorizer as the borrower has signed with the Bank.
4. The Bank is not liable for any legal consequences arising from any use of this Certificate.

授权签字人

Authorized Signature

[REDACTED]

[REDACTED]

Citibank (China) Co. Ltd



资金冻结证明专用章

Hold Fund Certificate Chop