

CHANGE OF LEVEL OF EDUCATION I-20 REQUEST FORM (Admissions Team)

PLEASE COMPLETE THE INFORMATION						
Is the student in the United States?	YES <input type="checkbox"/>			NO <input type="checkbox"/>		
If yes, what type of Visa (check one)	F1 <input type="checkbox"/>	B1/B2 <input type="checkbox"/>	J1 <input type="checkbox"/>	J2 <input type="checkbox"/>	H1 <input type="checkbox"/>	OTHER <input type="checkbox"/>
STUDENT'S PERSONAL INFORMATION (PLEASE TRANSFER INFORMATION FROM PASSPORT)						
FAMILY NAME			GIVEN NAME (FIRST NAME)			
SMU ID			CITY OF BIRTH			
PERMANENT ADDRESS IN HOME COUNTRY:						
STREET ADDRESS						
CITY			PROVINCE/STATE			
POSTAL CODE			COUNTRY			
PROGRAM INFORMATION						
PREVIOUS PROGRAM	UG <input type="checkbox"/>	GR <input type="checkbox"/>	P.h.D. <input type="checkbox"/>	CERT. <input type="checkbox"/>	OTHER <input type="checkbox"/>	IEP <input type="checkbox"/>
PREVIOUS PROGRAM COMPLETION DATE	MM/DD/YYYY					
NEW EDUCATIONAL LEVEL ADMITTED TO	UG <input type="checkbox"/>	GR <input type="checkbox"/>	P.h.D. <input type="checkbox"/>	CERT. <input type="checkbox"/>	OTHER <input type="checkbox"/>	
NORMAL LENGTH OF STUDY (years)	PROGRAM START DATE	(MM/DD/YYYY)				
EXPECTED PROGRAM COMPLETION DATE	(MM/YYYY)					
ENGLISH PROFICIENCY INFORMATION						
Is English proficiency required for this program?	YES <input type="checkbox"/>			NO <input type="checkbox"/>		
If 'No', check one	Test score waived <input type="checkbox"/>		Student from English speaking country <input type="checkbox"/>		Student received English instruction <input type="checkbox"/>	
If 'YES', does the student have the required English Proficiency for admissions?	YES <input type="checkbox"/>		NO <input type="checkbox"/>		Student will be required to complete IEP instruction <input type="checkbox"/>	
PROGRAM FINANCIAL INFORMATION (U.S. DOLLAR AMOUNTS) PLACE AN AMOUNT IN ALL BOXES						
STUDENT EXPENSES ARE BASED ON	12 MONTHS <input type="checkbox"/>		9 MONTHS <input type="checkbox"/>		OTHER (SPECIFY) <input type="checkbox"/>	
TUITION AND FEES	\$					
STUDENT LIVING EXPENSES	\$					
LIVING EXPENSES FOR DEPENDENTS	\$					
OTHER COSTS (Please specify)	\$					
INTERNATIONAL STUDENT FEE	\$200.00					
TOTAL COST	\$					

STUDENT'S MEANS OF FINANCIAL SUPPORT (U.S. DOLLAR AMOUNT) PLACE AN AMOUNT IN ALL BOXES (\$0.00 IF NOT APPLICABLE)

STUDENT'S PERSONAL FUNDS	\$		
FUNDS FROM SMU:	\$	SCHOLARSHIP <input type="checkbox"/>	ASSISTANTSHIP <input type="checkbox"/>
FAMILY FUNDS FROM INSIDE U.S.A.	\$		
FAMILY FUNDS FROM OUTSIDE U.S.A. (AMOUNT MUST BE NOTARIZED IN LETTER BY SPONSOR)	\$		
OTHER FUNDS FROM INSIDE U.S.A.	\$	SOURCE	
OTHER FUNDS FROM OUTSIDE U.S.A.	\$	SOURCE	

DEPENDENT INFORMATION (Applies ONLY to spouse or child under the age of 21) If no dependents, proceed to shipping information .

Dept #1 DOES YOUR STUDENT NEED AN I20 FOR A SPOUSE? YES <input type="checkbox"/> NO <input type="checkbox"/>	SMU ID
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FAMILY NAME	GIVEN NAME
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DATE OF BIRTH	MM/DD/YYYY	CITY OF BIRTH:	GENDER	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>	OTHER <input type="checkbox"/>
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ATTACHMENTS	PASSPORT	MARRIAGE CERTIFICATE
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Dept #2 DOES YOUR STUDENT NEED AN I20 FOR A CHILD? YES <input type="checkbox"/> NO <input type="checkbox"/>	SMU ID
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FAMILY NAME	GIVEN NAME
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DATE OF BIRTH	MM/DD/YYYY	CITY OF BIRTH:	GENDER	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>	OTHER <input type="checkbox"/>
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ATTACHMENTS	PASSPORT	BIRTH CERTIFICATE
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Dept #3 DOES YOUR STUDENT NEED AN I20 FOR CHILD #2? YES <input type="checkbox"/> NO <input type="checkbox"/>	SMU ID
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FAMILY NAME	GIVEN NAME
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DATE OF BIRTH	MM/DD/YYYY	CITY OF BIRTH:	GENDER	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>	OTHER <input type="checkbox"/>
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ATTACHMENTS	PASSPORT	BIRTH CERTIFICATE
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Dept #4 DOES YOUR STUDENT NEED AN I20 FOR CHILD #3? YES <input type="checkbox"/> NO <input type="checkbox"/>	SMU ID
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FAMILY NAME	GIVEN NAME
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DATE OF BIRTH	MM/DD/YYYY	CITY OF BIRTH:	GENDER	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>	OTHER <input type="checkbox"/>
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ATTACHMENTS	PASSPORT	BIRTH CERTIFICATE
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SHIPPING INFORMATION

SHIPPING INFORMATION: Change of Level students in the U.S. may pick up their new I-20 from our office. An electronic I-20 will be shared via SMU email	If the student needs a soft copy of the I20, a shipping label must be created through E-Ship Global.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	Does the student need a printed I-20?		

Will the student pick up I-20 from ISSS Office?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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PLEASE ATTACH THE FOLLOWING DOCUMENTS

ADMISSIONS LETTER

FINANCIAL EVIDENCE WITH ENOUGH FUNDS FOR ONE ACADEMIC YEAR AND IN U.S. DOLLARS (IF SCHOLARSHIP/ASSISTANSHIP INFORMATION IS INCLUDED IN ADMISSIONS LETTER, PLEASE ATTACH ADMISSIONS LETTER)

SPONSORSHIP LETTER including Affidavit of support for sponsors in the U.S.

COPY OF PASSPORT (BIOGRAPHICAL INFORMATION AND EXPIRATION DATE)