



International Student Certification of Finances 2019-20

Return completed form and supporting documentation to Transylvania University via email at admissions@transy.edu.

Instructions for completing the 2019-20 International Student Certification of Finances

The International Student Certification of Finances is designed to gather information from international students who are applying for admission to Transylvania University. When completing the form, it is important to:

- Answer all questions that apply to you and your family.
- Convert all currency figures to U.S. dollars (US\$) before entering them on the form.
- Return the completed form to Transylvania University via email at admissions@transy.edu by the admission application deadline.

Additionally, once your form has been submitted, *it is important to be responsive to requests for clarification or additional documentation of information provided in this form.*

Some of the questions on the International Student Certification of Finances are self-explanatory; the instructions that follow are only provided for questions that may need further explanation.

Section A – Student’s Information

This section pertains to the student who is applying for admission.

Section B – Parents’ Information

On this form, “parents” means the custodial parent(s) — the parent or parents (or legal guardian) with whom the student lives. If the student’s biological or adoptive parents are divorced or separated, the custodial parent(s) is/are the parent or parents with whom the student has lived the most during the 12 months prior to filling the application. If the custodial parent has remarried, “parents” includes the student’s biological/adoptive parent and stepparent.

14. Write in the number of people who live in your parents’ household and are supported by their income.

15. Complete all parts of this question. Include family members counted as your dependents in question 10 and/or counted as your parents’ dependents in question 14.

Section D – Asset Information

Asset information pertains to the parents, or to the student and the student’s family if the student is married and lives independently of the parents. Write in the value of asset and, where asked, any debt against the asset as of the time you complete this form.

Section E – Expenses

29. Write in the annual amount your family spent on the items listed. If you do not know the actual amount, please estimate.

Section F – Financial Information

Documentation of each source of financial support listed in Section F must accompany the Certification of Finances. Examples of documentation include pay statements; income taxes; signed letters on official letterhead from employers stating date of hire, position, salary, etc.; bank statements; signed letters on official letterhead from bank official stating account balances; or signed letters on official letterhead explaining full terms of sponsorship or scholarship offer. Please contact the Office of Admissions at admissions@transy.edu for further details or with any questions regarding documentation of financial support.

A. Student's Information

1. Your name

Family (surname)

Given (first)

Middle

2. Your permanent address

3. Your mailing address (if different than permanent address)

4. Your email address

5. Your date of birth (MM/DD/YYYY)

6. Place of birth (country)

7. Country(ies) of citizenship

8. When do you expect to begin your studies at Transylvania University?

9. Will you be

Attending a university for the first time?

Transferring from another university?

10. Your marital status

Not married

Married

How many people are financially dependent on you?

B. Parents' Information

11. What is your parents' current marital status?

Married or in a domestic relationship

Separated/divorced

Widowed

Remarried

Never married

12. Parent 1 name

Family (surname)

Given (first)

Middle

a. Relationship

b. Address

c. Occupation/Title

d. Employer

e. Number of years with employer

13. Parent 2 name

Family (surname)

Given (first)

Middle

a. Relationship

b. Address

c. Occupation/Title

d. Employer

e. Number of years with employer

14. How many people, including yourself (student), depend on the income of your parents for daily living expense?

15. Family member listing: Provide information for all family members you included in question 10 or 14. Do not give information about yourself. Please attach a separate sheet if additional space is needed. All monetary amounts should be expressed in US dollars.

Full name of family member	Age	Relationship to you	Educational information 2018-19					Educational information 2019-20			
			Name of school or university	Year in school or university	Tuition and fees (US\$)	Room and board (US\$)	Scholarships and gift aid (US\$)	Amount of parents' contribution (US\$)	Name of school or university	Total cost (US\$)	Amount of parents' contribution (US\$)
					US\$	US\$	US\$	US\$		US\$	US\$
					US\$	US\$	US\$	US\$		US\$	US\$
					US\$	US\$	US\$	US\$		US\$	US\$
					US\$	US\$	US\$	US\$		US\$	US\$
					US\$	US\$	US\$	US\$		US\$	US\$
					US\$	US\$	US\$	US\$		US\$	US\$

C. Financial Information

16. What documentation will you be providing to verify income and asset information requested on this form? (Select all that apply.)

Tax forms

Statement from employer

Pay statements

Bank statements

Other (please specify)

17. What is the official exchange rate of your country's currency to the U.S. dollar today? (Ex., 3,100 pesos = US\$1)

18. Does your government currently impose restrictions on the exchange and release of funds for study in the United States?

Yes

No

If yes, describe restrictions:

19. Do you have a source of emergency funds once you arrive in the United States?

Yes

No

If yes, name the source:

Amount available in U.S. dollars from this source: US\$

20. How will you pay for your transportation to the United States? (Ex., parents' income, sponsor, etc.)

21. During 2017, how much of your household income (before taxes or expenses) came from the following sources (in U.S. dollars)?

a. Parent 1's work

US\$

g. Pension/annuity/retirement

US\$

b. Parent 2's work

US\$

h. Other members of the household

US\$

c. Your work

US\$

i. Interest or dividends

US\$

d. Your spouse's work

US\$

j. Housing, food, and other living allowances

US\$

e. Family business

US\$

k. Other

US\$

f. Family real estate holdings

US\$

If other, explain:

22. Will there be a significant increase or decrease in your family's income next year?

Yes

No

If yes, explain:

D. Asset Information

23. Does your family own its home?

Yes (If yes, complete 23a-23d)

No

a. What year was it purchased?

c. How much does your family still owe on the purchase price in U.S. dollars?

b. What was the original purchase price in U.S. dollars?

US\$

US\$

d. What is the present market value in U.S. dollars?

US\$

24. Does your family own a business?

Yes (If yes, complete 24a-24d)

No

a. Date business commenced

c. Your parents' share of business value in U.S. dollars:

US\$

b. Type of business

d. Your parents' share of business indebtedness in U.S. dollars:

US\$

25. Please list the value of the following family assets in U.S. dollars (if applicable):

a. Land and buildings (other than home or business)

d. Assets owned by student

US\$

US\$

Indebtedness on land and buildings

e. Money owed to family by others

US\$

US\$

b. Savings

f. Repayment (of 25e) expected this year

US\$

US\$

c. Investments (such as stocks and bonds)

g. Other (Ex., jewelry, artwork, antiques, etc.)

US\$

US\$

Explain 'other':

26. Do you or your family have money, property, or assets in another country?

Yes

No

If yes, complete the grid below. Include amounts in 25 above.

	US\$ Value	In which country(ies)?	Asset owner
Money			
Property			
Assets			

27. Do you or your family own (an) automobile(s)?

Yes

No

If yes, provide information in the grid below for each automobile:

Make (Ex., VW, Fiat, Ford, Toyota, etc.)	Year of Manufacture

E. Expenses (Specific amounts are needed, but estimates are acceptable.)

28. How much did your family spend in U.S. dollars on the following expenses during 2017?

a. Rent or mortgage

US\$

b. Utilities

US\$

c. Food

US\$

d. Clothing

US\$

e. Household necessities

US\$

f. Medical expenses

US\$

g. Educational expenses

US\$

h. Loan payments

US\$

i. Taxes

US\$

j. Amount allocated to savings/retirement

US\$

k. Automobile maintenance

US\$

l. Insurance (health and property)

US\$

m. Entertainment

US\$

n. Vacations

US\$

o. Servants

US\$

p. Other

US\$

If other, explain:

29. How much money does your family owe to other people or to financial institutions?

US\$

Amount paid on debt in 2017 in U.S. dollars:

US\$

Reason for debt:

30. Does your family employ other people?

Yes

No

If yes, how many in the home?

If yes, how many in the family business?

F. Expected Support for Educational Expenses

31. Enter the expected amount of annual support in U.S. dollars toward your educational costs from the sources listed below. Refer to Page 1 (Instructions for completing the 2019-20 International Student Certification of Finances) for examples of appropriate documentation for each of the sources of funding you list here.

	2019-20	2020-21	2021-22	2022-23
a. Student's vacation earnings	US\$	US\$	US\$	US\$
b. Student's assets	US\$	US\$	US\$	US\$
c. Family's income	US\$	US\$	US\$	US\$
d. Family's assets	US\$	US\$	US\$	US\$
e. Relatives and friends	US\$	US\$	US\$	US\$
f. Your government	US\$	US\$	US\$	US\$
g. Agencies and foundations	US\$	US\$	US\$	US\$
h. Private sponsor (explain in Section G)	US\$	US\$	US\$	US\$
i. Other (explain in Section G)	US\$	US\$	US\$	US\$

32. List agencies/foundations/government to which you are applying for financial aid. Please attach a separate sheet if additional space is needed.

Agency/Foundation/Government	Application Date (MM/DD/YYYY)	Award Notification Date (MM/DD/YYYY)	Expected amount in US\$
			US\$
			US\$
			US\$
			US\$

G. Explanation/Special Circumstances

Use this space to explain any unusual expenses, other debts, or special circumstances that the institution should consider when deciding how much financial aid, if any, you will receive. Use additional sheets of paper if necessary.

H. Certification and Authorization

We declare that the information on this form is true, correct, and complete. The university has our permission to verify the information reported by obtaining documentation as needed.

WARNING: Providing false information may jeopardize a student's visa status and furthermore may impact Transylvania University's decision to enroll the student and/or award financial aid.

Typed names as signatures are not acceptable.

Student's signature

Spouse's signature

Parent's signature

Spouse's signature

Date completed (MM/DD/YYYY)