



Eligibility Application Instructions

for

FORM I-20 --- STUDENT VISA

IMPORTANT INFORMATION

Please make every effort to provide NYGSP with all required information for the completion of your Form I-20 in a timely manner. After you send the school the required documents, allow 1-2 weeks for processing time and return of the completed Form I-20 to you. NYGSP will make every effort to process your request as efficiently and timely as possible.

Please note there is a postal fee to send your Form I 20 which ranges from \$25 to \$60 depending upon your locale. Your account will be billed and payment is expected with your registration.

Once you receive your Form I-20 please do the following:

The Student and Exchange Visitor Program (SEVP) SEVIS requires a nonimmigrant to file a Form I-901 fee of \$200 US dollars. It is best to do this online. The web address is:
<https://www.fmjfee.com/index.jhtml>

Once you have filed a I 901 and paid the fee, an appointment may be made with the United States Consulate. Please bring the following: the fee for the appointment, the original Form I-20, receipt of payment of Form I-901, original acceptance letter from the graduate school, your passport and any other documentation that the Consulate asks you to bring with you. Please note the US Consulate is closed on US holidays.

If you have questions or need clarification on any of this information please contact:
Mr. Stephen Guttman at 212-260-7050, Monday - Friday 12:00-4:00 pm EST
Or, he may be reached via email at registrar.nygsp@bgsp.edu.



INSTRUCTIONS FOR OBTAINING FORM I-20 A-B/I-20ID-- STUDENT VISA

The following information must be submitted to the school to process your eligibility application Form I-20. The Form I-20 A-B/I-20ID (I-20) Student Visa may be issued to a nonimmigrant when the student is officially he/she is accepted into a degree granting program.

NOTE: Please type or print.

Family Name	First Name	Middle Initial	Maiden Name (if applicable)
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Foreign Address (Include house/apt. number; street name)

City/Town_____

Province/Territory_____

Postal Code_____

Country_____

Country Code_____ City Code_____

Telephone Number in home country:

Cell Phone Number in home country:

Fax Number in home country:

E-Mail Address in home country:



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*The following information may not be known to you at this time. However, the school **must** be given this information, in writing, as soon as possible but *no later than 48 hours after entering the United States.*

Permanent Address in United States. Include house/apt. number; street name; city/town; and postal code)

Telephone Number in United States:

Cell Phone Number in United States:

Fax Number in United States:

E-Mail Address in United States:

*Please make an arrangement with Mr. Guttman to submit the information and notification of your attendance at the Graduate School. Failure to attend the school will nullify your Form I 20.



INSTRUCTIONS FOR OBTAINING FORM I-20 A-B/I-20ID—STUDENT VISA

1. What will be your monthly cost of living while attending school in the US? \$ _____

(See worksheet on P. 6.) Generally the estimate per month for rent, food, utilities and transportation is \$1,800.00 - \$2,300.00. This is just a rough estimate as each individual's personal circumstances are different and the cost is based on having no dependents (husband, wife or children); sharing housing with another person(s) and is in **addition** to the cost of tuition and fees. An average training analysis PT 7, fee (arranged with the training analyst) is \$ 3600 per year.

When processing the Form I-20, your monthly living expense figure the tuition and fee related expenses of your academic program is combined to determine the final cost of living figure. *This figure must be less than the amount of monies that either you and/or your sponsor(s) are contributing.* If it is more, the Form I 20 cannot be processed.

2. Who will provide the funds (sponsor) for the time you are in school?

First Sponsor:

Name:

Address:

Relationship:

Second Sponsor: (if applies)

Name:

Address:

Relationship:

You must provide the name, address and relationship of your sponsor(s), who will be supporting you while living in the US. A sponsor may be yourself, your parent(s), other relative or friend. You may also have more than one sponsor.

A sponsor's ability to provide for one year's worth of financial support in the US must be documented and sent to NYGSP in order for the school to complete the I-20 form. This documentation must be written in English and the monies must be **converted to US currency figures**. All documentation must be original copy. Copies, faxes, and email is not accepted.

A letter from your sponsor(s) indicating their agreement to provide direct financial support equal to the specified dollar amount of your total cost of living plus tuition and fees should also be submitted. Please have them indicate if the amount of support is for the *ten months of the school year, or for the entire twelve months* of the calendar year.

Submit a letter on stationary from your own or your sponsor's financial institution (bank) or employer indicating that there are indeed the resources available to provide you with the needed support. Note: Resources must be listed in US dollars.



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3. What is your date of birth? (mm/dd/yyyy) _____
4. What is your gender? _____
5. What is your country of birth? _____
6. What is the town, province of birth? _____
7. What is your country of citizenship? _____
8. Do you currently have a US visa? _____ Yes _____ No
9. What type of visa is it? _____
10. Do you have official documents under another name(s)? _____ If yes, please indicate all other names:
11. Do you have a Social Security Number? No _____ If Yes _____, write the number:

12. Where was your passport issued?

13. What is your passport number?

14. When does your passport expire?

15. Do you have a US driver's license? No _____ If Yes _____, write number and state of issue.
Number _____ State _____
16. Do you have documented medical insurance that will cover you while in the US?
No _____ If Yes _____, please provide a copy of the insurance.



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2010-2011 COST OF ATTENDANCE WORKSHEET

Office of foreign students: Ms. Stephanie Woolbert, Phone 617-277-3915, ext. 20 Fax 617-277-0312

Generally the estimate per month for rent, food, utilities and transportation is \$1,800.00 - \$2,300.00. This is just a rough estimate as each individual's personal circumstances are different and the cost is based on having no dependents (husband, wife or children); sharing housing with another person(s) and is in **addition** to the cost of tuition and fees. An average training analysis PT 7, fee (arranged with the training analyst) is \$ 3600 per year.

When processing the Form I-20, your monthly living expense figure the tuition and fee related expenses of your academic program is combined to determine the final cost of living figure. *This figure must be less than the amount of monies that either you and/or your sponsor(s) are contributing.* If it is more, the Form I 20 cannot be processed.

Expense	Amount per 12-month period	Amount per 10-month period
Tuition (see schedule below)	\$6,000	\$6,000
Registration Fee	\$200	\$200
Curriculum Support Fee	\$720	\$720
PT 111 (for part-time students)		
Other Fees (graduation, final project, etc.)		
Directed Research (if applicable)		
Personal Analysis (Approx. \$1800-2400/semester)		
Books and Supplies (generally \$250/semester)		
Dependent Care (school time only)		
Disability-Related Expenses		
Living Expenses: Housing, Transportation, Misc.	\$26,247	\$21,872
Other-- Please specify		
TOTAL		

TUITION

Full-time Tuition, per semester (4 or 5 courses and GT 190, PT 111): \$6000

3/4-time Tuition, per semester (3 courses and GT 190): \$4500

PT 111 (for 3/4-time students): \$450

Directed Research (PT525), per credit: \$400

FEES

Curriculum Support Fee: \$360

Registration Fee: \$100

Extended Payment Plan Processing Fee: \$60

Late Payment Fee: \$75

Returned Check Fee: \$25

Graduation Fee: \$100