

FORM I-20 CHECKLIST

Follow steps below to receive your Certificate of Eligibility (Form I-20 or DS-2019) from Marshall University. Additional information can be found at the links provided.

- Receive your Marshall University acceptance letter
- Review the [Preparing Financial Documentation](#) handout
- Prepare all supporting financial documentation, including the [Affidavit of Support](#)
- Submit the [Financial Certification Form](#) and follow instructions in the Request For Information email
- Provide a copy of your valid passport
- Provide all supporting financial documents
- Submit the [Enrollment Deposit](#)
- Receive your new I-20 or DS-2019 (See [Document Pick-Up & Delivery Options](#))
- Pay the [I-901 SEVIS fee](#), if required (See [Who Pays the SEVIS Fee?](#))
- Apply for a [student visa](#), if required
- Learn how to [Maintain Status](#) while in the United States
- [Check-in](#) with the Office of International Student Services upon arrival to campus
- Review the [International Student Orientation](#)

If you are transferring a SEVIS record to MU, you must also provide:

- F-1 or J-1 visa
- Most recent [I-94](#)
- All prior Forms I-20 or DS-2019
- [Transfer-In Form](#)

FREQUENTLY ASKED QUESTIONS

>> What is a Form I-20 or DS-2019?

A Certificate of Eligibility (Form I-20 or DS-2019) is an immigration document issued by a school in the United States that verifies the student is eligible to enroll at the institution. Forms I-20 are issued for students who intend to obtain an F-1 nonimmigrant student visa. Forms DS-2019 are issued for individuals (including students) who intend to obtain a J-1 nonimmigrant visa. Certificates of Eligibility (Forms I-20 or DS-2019) are used to submit Form DS-160 to obtain a visa and to enter the United States. The Certificate of Eligibility (Form I-20 or DS-2019) is also used to pay the I-901 SEVIS fee (online at www.fmjfee.com) and to apply for immigration benefits while in the United States.

>> What do I need to do to receive my new I-20 or DS-2019?

Complete all checklist items below to receive a new I-20 or DS-2019 from Marshall University. Be advised that there are additional steps and required documentation for new F-1 or J-1 students who previously attended school in the United States and are transferring a SEVIS record (I-20 or DS-2019) from another school. Once the I-20 or DS-2019 is issued, you will receive an email notification with instructions on how to receive the I-20 by shipping or pick-up.

>> My visa was denied. What should I do?

If you were denied a visa, please be sure to notify the Office of International Student Services at iss@marshall.edu. Please be sure to include any documentation you received from the embassy regarding your denial. If you plan to go for an additional interview, please also include this information in the email. If you need to cancel your application and request a refund of the enrollment deposit, please let us know.

QUESTIONS? Let us know!

Email iss@marshall.edu

Phone +1 (304) 696-6265

[Request a Virtual Appointment](#)



INTERNATIONAL
STUDENT SERVICES