

Submitting Proof of Financial Support

Student Guide

Step 1: Prepare supporting financial documentation

- ✓ Review the **Preparing Financial Documentation** handout
- ✓ Prepare the **Affidavit of Support**, if needed
- ✓ Make sure all financial documentation is no older than 6 months
- ✓ Financial documents must show the minimum amount (any currency is acceptable), including dependent funding

Step 2: Go to the Financial Certification form on the ISS website

- ✓ The Financial Certification can be found online at: www.marshall.edu/iss/financialcert

FINANCIAL CERTIFICATION

Financial documentation is required in order to obtain an Initial I-20, and for all subsequent changes to your program. Proof of financial support ensures Marshall University that you will be able to successfully support yourself while you are in the US completing your studies. The amount of financial support that you provide should show funds that are sufficient to cover your tuition and fees, room and board (including rent and groceries if you are living off-campus), and miscellaneous expenses such as books and supplies, health insurance, college fees, and other potential expenses.

[Review The Types Of Financial Documentation](#)

Types of Financial Documentation

Affidavit of Support (preferred)	+
Bank Statements	+
Loan Letters	+
University Scholarship or Assistantship Award	+
Government Funding, Scholarship, or Sponsor	+

Step 3: Select the reason for submitting proof of financial support

- ✓ Proof of financial support is needed for different reasons, including new I-20s and reinstatement applications

Financial Certification Form

Instructions

To update your I-20, you must provide proof of financial support to show you have sufficient funds to support yourself during your program. Proof of financial support documents must be no older than 6 months from the issue date. Proof of financial support is required for each subsequent program and / or extension. Please see the Proof of Financial Support chart above to determine the amount of support needed for your program level.

Select the reason you are submitting proof of financial support: *

- I am in my final term of Pathway and expect to matriculate to Marshall next semester.
- I am in my final term of Academic English and expect to begin Pathway next semester.
- I am a current student and would like to add my spouse and/or children as F-2 or J-2 dependents.
- I have submitted an admissions application for a new program at Marshall University.
- I need to extend my I-20 or DS-2019.
- I have lost my F-1 or J-1 status and need to regain my status.
- I have been outside the US for more than 5 months and need a new I-20 to return.
- I am in the United States and plan to file a Change of Status with USCIS.
- I am a sponsored student and I am submitting a new financial guarantee for tuition purposes AND to show proof of health insurance.

Step 4: Enter your personal information

- ✓ Enter your full name as it appears on your passport
- ✓ The Request for Information email will be sent automatically to the Marshall email address entered here
- ✓ If you are present in the United States, you will need to provide your current immigration status and U.S. address

Personal Information

Full Name *

MUID (901) *

Email Address *

Please list your Marshall University email address if you have one.

Are you currently in the United States? *

Yes

No

Step 5: Enter dependent information

- ✓ Let us know if you have any F-2 or J-2 dependents, including a spouse or children
- ✓ If you have F-2 or J-2 dependents, you will be asked to let us know the number of child dependents
- ✓ Do not include dependents who are not or will not be F-2 or J-2 status
- ✓ Information provided will determine amount of minimum funding

Dependent Information

Will you be adding F-2 dependents to your I-20, such as a spouse or children? *

Yes

No

Step 6: Select all sources of financial support

- ✓ For each source of funding, enter the currency and amount

Financial Certification

Instructions

Please check the sources of funding you will use to support your studies. Be sure to select all that apply. For each source of funding, you will need to enter the amount of funds available and select the type of currency. The total amount must equal or exceed the amount required for your program listed in the chart at the top of the page. Foreign currencies are acceptable. ISS will convert to USD upon review.

Personal Funds

Funds from family or friend

Government Funding

Other Source of Funding

University funding (i.e., athletic scholarship, graduate assistantship, etc.)



Step 7: Submit the Financial Certification form

- ✓ Only the student or applicant should submit the financial certification
- ✓ Confirm that you are the person listed as the student or applicant, sign electronically, and date

Step 8: Proceed to Upload Supporting Financial Documents

- ✓ Once you submit the Financial Certification, you will proceed to upload supporting financial documents
- ✓ If you do not wish to upload your documents, you may provide copies in-person or by regular mail to the Welcome Center located on the corner of Hal Greer Blvd. and 5th Ave.

Financial Document Submission

To complete the Financial Certification process, please be sure to upload all supporting financial documentation below.

Hi Lesli, when you submit this form, the owner will be able to see your name and email address.

* Required

1. MUID *

2. Upload all supporting financial documentation (Non-anonymous question ⓘ) *

↑ Upload file

File number limit: 5 Single file size limit: 100MB Allowed file types: PDF, Image

Send me an email receipt of my responses

Submit

Step 9: Wait for an e-mail notification from the Office of International Student Services

- ✓ If additional documentation is needed, you will receive an additional Request for Information email
- ✓ If you receive an additional Request for Information email, read and follow instructions carefully
- ✓ Once your financial certification and supporting financial documents are approved, you will receive an email notification from the Office of International Student Services
- ✓ Holds for financial documents on your MyMU will be lifted once approved

Questions?

Email: iss@marshall.edu

Phone: 304-696-6265

[Schedule an Appointment](#)

