

**DEPARTMENTAL SPONSORSHIP FORM FOR F-1 VISA
 FOR INTERNATIONAL STUDENT
 (To be completed by department)**

This form must be completed by any department wishing to sponsor an admitted international student in need of a F-1 International Student Visa. The international student will submit this completed form along with the International Student Request Form for F-1 Visa and the documents indicated on that form to the Office of International Services in order to request the Form I-20 that is needed for the student to apply for a F-1 visa/status.

The admitted international student should receive this Departmental Sponsorship Form for F-1 Visas for International Student from the sponsoring department along with their official acceptance letter. The student is then responsible for submitting this completed form and their acceptance letter with the rest of the required supporting documentation directly to the OIS. Forms can be found at www.uthscsa.edu/ois.

The OIS will process the completed forms within 10 business days of receipt and email the student and department once the I-20 form has been sent to the student. The I-20 form is the document which the student presents at the U.S. consulate in his/her home country to apply for the F-1 visa. (If the student is currently in the U.S. on a F-1 visa or another non-immigrant visa, s/he should contact the OIS for assistance.) Issuance of the I-20 form does not guarantee that the consular officer will issue the student the visa. Instructions for the visa interview process will be sent to the student along with the I-20 Form.

Visa processing times vary substantially so students will need to submit a complete request packet to the OIS at least three months prior to the program's start date to allow for adequate OIS and consular processing.

Name of Student: _____

The student has been accepted for a full-time course of study majoring in the field of: _____

UT Health Science Center Degree/Certificate-sought: BS MS MD PhD Other: _____

The student is expected to report to the institution no later than ____/____/____ (Please include the start date of any mandatory orientation.)

The student is expected to complete his/her degree no later than ____/____/____

Will the student be paying non-resident (out of state) tuition and fees? Yes No

Will the department/division be employing the student? Yes No
 If 'yes,' what amount will be paid to the student annually? _____

Will the department/division also cover additional student costs? Yes No
 If 'yes,' please check the appropriate item: Health Insurance Tuition & Fees Other: _____

Is proficiency in the English language required? Yes No
 If 'yes', the school has determined that the student has the required proficiency based on the standards published in either the current university Catalog or university website? Yes No
 If 'no', explain why English is not a requirement for the program: _____

Will the student be engaging in clinical or training activities **off-campus** during the course of study? Yes No

If 'yes', when will these activities occur? _____

If 'yes", provide exact address where activities will occur: _____

Will academic credit be received for these activities? Yes No If 'yes', how many credit hours? _____

Will pay be received for these activities? Yes No

ATTESTATION OF ACADEMIC DEPARTMENT OR DIVISION REQUESTING SPONSORSHIP FOR F-1 VISA FOR INTERNATIONAL STUDENT

I certify that all information provided in this Departmental Sponsorship Form for F-1 Visa for International Student is true and correct.

Name of Person Completing Form: _____

Title of Person Completing Form: _____

Department/Division/Unit: _____

Phone Number: _____

Email Address: _____

Signature: _____

Date: _____