



International Student Services
Sierra Vista, 3rd Fl
1500 N Verdugo Rd
Glendale, CA 91208-2894
818-240-1000 x6645
gcciso@glendale.edu

I-20 Request Form

Use this form to request a new I-20 from GCC. Please allow 1-3 business days for completion. **Do we have your current information?** Make sure your address and phone number are correct in MyGCC.

YOUR INFORMATION (Please type or print clearly)

Last/Family Name First Name CITY of Birth

GCC ID Number Date of Birth (MM/DD/YY) Current Major

I need a new I-20 for the following reason [select **ONE** option]:

- ☐ Add a dependent spouse or child – you must complete page 2 and attach the required financial documents.
- ☐ Add/Remove Double Major – an academic counselor must complete the portion below
- ☐ The student is adding a ☐ A.S. ☐ A.A. or ☐ Certificate in _____ and will complete both programs in _____.
- Term/Year
- OR**
- ☐ The student is removing ☐ A.S. ☐ A.A. or ☐ Certificate in _____. The student will complete their remaining major in _____ in _____.
- Term/Year
- ☐ Change to NonDegree – an academic counselor must complete the portion below
- The student is changing to the Transfer Preparation Bridge program and needs to complete ____ total units with a new expected program completion date of _____.
- Date or Term/Year
- ☐ New Major: After Original Program Completion – You must complete page 2 and attach the required financial documents. An academic counselor must complete the portion below.
- The student has completed their original major in _____ and is continuing to an ☐ A.S. ☐ A.A. or ☐ Certificate in _____ or ☐ the Transfer Preparation Bridge program with a new expected program completion date of _____.
- Date or Term/Year

- ☐ Extension of Program – An academic counselor must complete the portion below.
- Counselors: Regulations prohibit extending an I-20 solely due to a student's placement on academic probation or suspension. Students may also not be extended if they have completed all requirements for their major. By signing below you are verifying that the student has a legitimate academic need to continue at GCC until the expected date listed.

This student needs until _____ to complete the requirements for his/her program.

Term/Year

Academic Counselor's Name

Academic Counselor's Signature

Date

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Applicants are required to provide documentation of financial support before an I-20 can be issued. **Your actual expenses will vary, but financial proof meeting the estimated maximum cost of attendance listed below must be shown. No exceptions can be made.** You may submit multiple forms if needed.

Tuition/Fees (Based on 12 units per required term, for 2 terms)	Living Expenses	Health Insurance (GCC's insurance plan is mandatory)	Books/Supplies	Estimated Total**
\$10,989	\$16,440	\$1,428	\$950	\$29,807

****Students wishing to add a spouse/child must add \$7,000 for the spouse and \$3,500 for each dependent child. Please complete the Dependents section below if requesting a dependent I-20 for F-2 visas.**

APPLICANT INFORMATION (PLEASE TYPE OR PRINT CLEARLY)

Last/Family Name: _____ First/Given Name _____

Date of Birth (MM/DD/YY) _____ **CITY** of Birth (DO NOT LIST COUNTRY) _____

Dependents Accompanying You to the US (spouse or unmarried children under the age of 21). Attach more pages if necessary. Please provide passport picture page copies for each dependent.

Last/First/Middle Name (as appears in passport)	Date of Birth (MM/DD/YY)	City & Country of Birth	Country of Citizenship	Relationship (i.e. spouse or child)

SOURCE OF FUNDING: PLEASE CAREFULLY READ THESE INSTRUCTIONS

Enter the source(s) and amount(s) of your financial support in US dollars below. **Attach bank statements from a liquid fund (i.e. checking, savings, demand/time deposits, etc.) to verify this information. The bank name, account type (i.e. checking or savings), account holder's name, and account number must be written in English. All documents must be no older than 6 months.** Converting the currency to USD is not necessary. If your bank cannot produce a bank statement in English they may provide you with a letter that provides the same information. An I-20 cannot be issued based on future earnings (i.e. salary statements) or on funds that are not immediately available (i.e. stocks, investments – including bitcoin currencies, credit card statements, etc.). **If you will be living with a sponsor in the US**, they may complete the "US Sponsor Housing Attestation" to fulfill financial proof requirements for the cost of room and board. In these cases, you will need to show \$13,367 in remaining funds (\$29,807 - \$16,440).

MY PERSONAL FUNDS (FROM BANK STATEMENT IN APPLICANT'S NAME): \$
FAMILY/SPONSOR FUNDS – SPONSORS MUST SIGN THIS FORM OR PROVIDE A SIGNED LETTER OF SPONSORSHIP "I guarantee funds in the amount of \$_____ will be available per year of study at GCC." PRINT NAME: _____ SIGNATURE & DATE _____ SPONSOR'S RELATIONSHIP TO APPLICANT _____ Attach a bank statement in the sponsor's name. The funds must be readily accessible to you.
SPONSORING ORGANIZATION, FIRM, OR GOVERNMENT (ATTACH AWARD LETTER) Attach an original signed letter that specifies the amounts provided for tuition and/or living expenses and years covered by the award. Sponsor companies or organizations may be required to provide bank verification.
TOTAL AMOUNT OF SUPPORT (ADD ALL LINES ABOVE): \$



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US Sponsor Housing Attestation

DO NOT ask your sponsor to complete this form if your sponsor lives overseas and will simply provide you financial assistance to rent a room/apartment. If this is your case, your sponsor should complete the Family/Sponsor section of the Affidavit of Financial Support. A US Sponsor Housing Attestation may only be completed by someone who is physically living in the US.

DO ask your sponsor to complete this form if your sponsor is physically living in the US and will provide you room and board at no cost to you. Room and board is valued at \$16,440 a year. You will need to show the remaining \$13,367 in bank statements (\$29,807 - \$16,440). Your sponsor may also provide a written letter in place of this form.

I, _____, will be hosting _____ in my home. I will
Sponsor name Student name
provide accommodation and living expenses at no cost to the student. I understand I may not require any quid pro quo services in return for room and board, such as cleaning or babysitting services, and that the student cannot legally work in the US without work authorization.

Property Ownership Status:

- ☐ I rent and reside at this property
- ☐ I own and reside at this property

Address of US Accommodation Where Student will be Living at No Cost:

Address Line 1: _____

Address Line 2 (optional): _____

City, State, Zip: _____

Sincerely,

Sponsor Signature & Date

Sponsor's Relationship to Student