

Statement of Financial Responsibility

Summer 2014

All students participating in the Overseas Immersion Program (OIP) must provide evidence of financial support before being issued a Form I-20 (the form necessary for applying for an F-1 student visa). Please print this form and complete it carefully. A copy of all documents submitted to DigiPen should be kept with the applicant, as they may need to be presented at the Consulate and/or U.S. Port of Entry.

Required Documentation:

- Completed Statement of Financial Responsibility (pg. 4 as appropriate)
- Supporting documentation (see pg. 3 for acceptable documentation)
- Copy of passport

Please mail your documents to:

Front Desk Officer
DigiPen Institute of Technology Singapore

Questions?

Students who are unsure about the necessary requirements should contact the Redmond Office of Admissions before submitting documentation.

» SKYPE

Admissions representatives will be available to chat on Skype under the username **digipen.admissions** most Tuesdays and Fridays from 9 a.m. to 11 a.m. Pacific Time*.

» DIRECT LINE AND E-MAIL

If you are unable to reach the Office of Admissions via Skype, feel free to call **+1-425-629-5001** or e-mail at **admissions@digipen.edu**.

**From March 10, 2013 through November 2, 2013 the times above are GMT-7. From November 3, 2013 through March 9, 2014 the times above are GMT-8.*

Estimated Student Budget

Summer 2014

Estimated expenses for a single student during the OIP Semester are listed below. These charges are subject to change without notice, and students should be prepared for any adjustments in expenses. Explanations of charges are listed on each line.

All funds listed in USD.

	UNDERGRADUATE All Programs
Undergraduate Full Time Tuition and Fees » Undergraduate based on 16–22 credits per semester for two semesters.	\$0
Room and Board » This amount assumes student has at least one roommate plus utilities and food, for three months.	\$2,823
Books and Supplies » Textbooks, art supplies, computer disks, etc. for two semesters.	\$513
Local Transportation » Metro two-zone peak Orca Card pass; a two-zone peak allows you to go anywhere, anytime metro has available.	\$324
Personal Expenses » Clothing, entertainment, toiletries, etc. for three months.	\$987
TOTAL	\$4,647

Additional Costs:

All international students are required to enroll in a health and accident insurance policy before starting classes. This applies to all students attending the Institute under an F-1. The policy must provide coverage from the first day of OIP to the last day of OIP. Students who need to purchase insurance should visit internationalstudentinsurance.com and choose a plan that meets their needs. This resource is provided as a convenience for students and is not an endorsement of any program.

Proof of such insurance must be furnished to the Student Affairs Office, prior to the first day of class. The Proof of Insurance form should be submitted with a copy of a card or certificate that indicates the dates of coverage, the terms of coverage (in English) and coverage amounts listed in U.S. dollars.

Students who fail to provide proof of insurance by the first day of class risk their enrollment and F-1 status.

The Institute suggests minimum policy coverage including:

- Medical Expenses coverage:
 - » Lifetime Maximum Benefit—minimum \$1,000,000
 - » Policy Year Maximum Benefit—minimum \$250,000
 - » Maximum Benefit per Injury or Sicknesses—minimum \$250,000
- Repatriation of Remains coverage
- Medical Evacuation coverage

Supporting Documentation

Depending on your source(s) of funding and whether or not you have a dependent accompanying you to the US, different documents are required to support your Statement of Financial Responsibility. It is important to note that international student employment is heavily restricted by U.S. law and that employment opportunities while studying are limited. Therefore, it is not advisable to rely on employment while studying as a source of income. DigiPen reserves the right to request additional documentation from students who will be transferring funds from countries that impose restrictions on such transfers.

Accepted Documentation:

A. Bank Statement

The bank statement needs to be typed on bank letterhead and signed by a bank official. Self-service printouts are not acceptable. The account balance, currency (preferably in USD), and name of the account holder must be included in the statement. If more than one statement from a single bank will be submitted then the account number must also be included. All assets must be liquid or available for immediate withdraw and the bank statement must confirm this explicitly. DigiPen will **not** accept investments or physical assets that must be sold to obtain funding (such as jewelry, real estate, automobiles, etc.). Tax returns, retirement funds, insurance policies, salary/payroll statements, and loans have not been approved or finalized are also not acceptable.

Statements for students applying to any undergraduate program need to have a minimum balance of US\$4,647.

All statements must be issued in English. In the event that a bank statement cannot be issued in English, an original-language copy that complies with the above requirements and a certified third-party translation must be submitted. Please find more details regarding translation requirements at digipen.edu.

B. Affidavit of Support

Individuals providing financial support to students must complete the form on pg. 5 and submit a bank statement(s) to confirm financial capability. Please provide one affidavit and bank statement per sponsor. Sponsors may submit multiple bank statements if necessary (see guideline A).

C. Award Letter

Students receiving financial support from an institution (such as an employer, government, or scholarship-awarding institution) must include an official award letter typed on official institution letterhead. This letter must be signed and dated by an institute official and should include the following: the name of the student, the amount of the award, when funds will be disseminated and in what quantities, and duration of the award. The letter should explicitly confirm that the funds granted can be used in pursuit of the student's OIP program at DigiPen.

D. Loan Approval Letter

Students who secure a loan to fund their studies must provide an official letter from the financial institution granting the funds. This must be signed and dated by a credit institution official. This letter must confirm that the loan has been approved, the total amount approved, the purposes for which the loan can be used, and when the loan will be dispersed.

Statement of Financial Responsibility

This form must be filled out and submitted to DigiPen.

I, _____ [print full name], affirm **(1)** that for my first year of study I will have sufficient funds available to pay all of my necessary expenses in the amount indicated by DigiPen Institute of Technology, and will be able to pay for travel to and from my home; **(2)** that barring unforeseen circumstances, comparable funding will be available for each additional year of study; and **(3)** that I understand that I will not receive financial aid (scholarship, grant, or loan) from the Institute. The sources of my funds and the amount in **U.S. dollars** to be received from each are listed below:

I. Student's Personal Funds US\$ _____

Supporting documentation required: (A) Bank Statement

II. Family or Sponsor Support US\$ _____

Sponsor name(s): _____

Supporting documentation required: (A) Bank Statement (one or more per sponsor), (B) Affidavit of Support (one per sponsor, pg. 5)

III. Government or Institutional Support (includes scholarships) US\$ _____

Name(s) of source(s): _____

Supporting documentation required: (C) Award Letter (one per institution)

IV. Loans US\$ _____

Name(s) of creditor(s): _____

Supporting documentation required: (D) Loan Approval Letter (one or more per creditor)

TOTAL *Per Year US\$ _____

*Minimum amounts: Undergraduate Students \$4,647.

I hereby certify that the information I have provided is accurate and complete to the best of my knowledge, and that I will have available for my personal and academic expenses the full amount reported above. I also certify that I have read and understand the information provided to me in this document regarding financial documentation and health insurance costs.

Student Signature: _____ Date: _____

Street Address: _____

City, Province/State: _____

Country: _____

Telephone: _____

Email: _____

Affidavit of Support

Those providing financial support to a student must provide supporting documentation per the (B) Affidavit of Support requirements on pg. 3 and fill out the form below.

I, _____ [print full name], affirm that I am willing and able to support _____ [student name], who is my _____ [relationship], by providing US\$ _____ per year for the duration of his/her studies at DigiPen. I affirm that the information provided in the supporting documentation is accurate. I understand that any misinformation could result in the above student being denied admission to or withdrawn from DigiPen Institute of Technology, and that failing to meet tuition deadlines could result in the student's dismissal. I understand that DigiPen Institute of Technology does not provide financial aid to international students.

Signature: _____ Date: _____