

**INSTRUCTIONS: Declaration & Certification of Finances (DCF)
for JOFFREY Students Starting in SPRING 2027 only.**

**You do not need to send these instructions back to us.
Please return only the DCF and the required supporting documents.**

Purpose of the DCF form:

- The DCF form outlines the minimum funding required for us to issue you an I-20. You can show more funding, you cannot show less.
- By signing your DCF, your sponsor/s confirm their intention to financially support your education. You may need to provide the same financial information at your visa interview at the Embassy.
- We take the accuracy of your financial documents very seriously. We are required by federal regulation to verify that you can support yourself for at least the first 2 semesters that you are here. If we have concerns about the authenticity of your documents, we may not be able to issue your I-20.

Required:

- ☐ Complete part 1 of the DCF: You must complete this section even if you have a scholarship and will not provide any of your own funding.
- ☐ Complete part 2 of the DCF: Your sponsor/s need to complete and sign this section (see exceptions below)
- ☐ Upload the DCF and all supporting documents to your portal so we can issue your I-20.
 - If you prefer, you may email your documents to immigration@uakron.edu.

Optional:

- ☐ Let us know if you will be bringing dependents. We will send you the required documents.

Questions? Contact: immigration@uakron.edu

Please allow at least 3-5 business days for us to issue your I-20. It may take longer at busy times.

Estimated Minimum Funding Requirements for Issuance of your I-20

- The estimated minimum funding for students starting in spring 2027 can be found on the DCF form.
- This is our best estimate of your costs for 9 months of expenses.
- Your final cost of attendance may be higher or lower. Tuition and fees are subject to change.

For quick I-20 issuance be sure to:

- Sign the DCF yourself in section 1.
- Have your sponsors sign with a wet ink signature. Some sponsors do not need to sign: see below.
 - We cannot accept a typed name, an e-signature, or initials (it must be a full signature) from your sponsor.
 - We will accept signatures written in languages other than English.
- Include the \$ amount to indicate the funding that you and/or your sponsors will provide. We will not assume we can show all funds available in a bank account on your I-20.
 - We cannot issue your I-20 if you do not include a \$ amount.
- Include all letters and financial statements from sponsoring companies/businesses, if appropriate. Details are below.
- Ensure we can read your documents. Do not send blurry or faint financials. Be sure we can see the top and bottom lines of your passport.
- Use the correct document name when uploading to your portal. (You can use either “personal” or “sponsor” DCF).

- Make sure the documents you send us meet our requirements as listed below.

FUNDING FAQ:

- ☐ If you are using YOUR OWN FUNDING to support your studies:
 - Upload financial documentation in your own name. If your parents support you and the money will come from an account in their name, they are your sponsors. They should complete part 2.
- ☐ If you are using a LOAN:
 - Upload a copy of your loan agreement. The loan provider does not need to sign part 2.
- ☐ If you will be supported by a SPONSOR(S):
 - If you have more than one sponsor: upload a signed DCF and supporting financial documents from each one.
 - If your sponsor is a business or company, we require the following:
 - a signed letter on company letterhead confirming the company's intent to support you,
 - *and* part 2 of the DCF signed by the same individual. They should print the company name on the form,
 - *and* financial support documents to show the company has resources to support you.
- ☐ If you have a SCHOLARSHIP
 - The scholarship provider does not need to sign part 2.
 - If the scholarship is not issued by the University of Akron, please provide a copy of the scholarship details.
 - You do not need to upload a copy of your admission letter showing any merit scholarship from The University of Akron.

About your supporting financial documents:

- We take the accuracy of your financial documents very seriously. We are required by federal regulation to verify that you can support yourself for at least the first 2 semesters that you are here. If we have concerns about the authenticity of your documents, we may not be able to issue your I-20.
- Financial documents must be dated within one year of your program start date, which is January 6, 2027.
- You may submit a bank statement or a letter from your bank as your financial documents.
 - This must be in English and on bank letterhead or official bank paper with official stamps and signatures as appropriate.
 - If the balance is not listed in US dollars (USD), it should clearly indicate the currency used.
- All scanned copies must be of good quality and legible.
- If your sponsor provides a joint account that is held by two or more individuals, only one account holder needs to sign the DCF.
- If your sponsor is a business or company, we require the following:
 - a signed letter on company letterhead confirming the company's intent to support you,
 - *and* part 2 of the DCF, signed by the same individual. They should print the company name on the form,
 - *and* financial support documents to show the company has resources to support you.
- Investment accounts or retirement/pension funds.
 - Sufficient funding should be available after any early withdrawal penalties.
- Certificates of Deposit
 - Funds should be available at the start of the semester. We may contact you if your CD funds are not available at the start of the semester.
- If your sponsor is a U.S. Citizen/Permanent Resident, they should send the original I-134 and supporting financial documents to you. You will need to send them to the U.S. Embassy. The form can be

downloaded from <http://www.uscis.gov>. We do not need the I-134, although you may send it to us with the supporting documents if you wish.

- Unacceptable supporting financial document(s) include, but are not limited to:
 - Proof of income/paystubs
 - Tax returns
 - House or property deed
 - Credit card statement or line of credit
 - Screenshots of bank accounts
 - Documents that do not meet our requirements
 - Documents that have been altered or adjusted
 - Documents created by AI or other artificial means
 - Documents that have already been submitted by another student, unless you are members of the same family.

PLEASE NOTE:

The funds you provide should be considered a minimum you can expect to spend per academic year. The estimated cost of attendance does not include many things:

- SEVIS/visa fees
 - International travel
 - Room/board during academic breaks
 - Entertainment
 - Furnishing an apartment
 - Storage of your belongings over breaks
 - If you have an assistantship stipend from the University, you will be taxed on this income. It also does not cover required University fees. You will not receive your assistantship as soon as you arrive. The paperwork will take at least 1-2 weeks.
 - Emergencies and unplanned expenses
 - Medical bills that are not covered by insurance
 - Car repairs
 - A phone/laptop
- **You need a backup fund. PLAN AHEAD. There are few options for additional financial support after you arrive.**
 - **We strongly recommend you bring extra funds (even if you choose not to include the additional funding on your I-20).**

If you are unable to print, complete, or physically sign this form if needed due to a disability, please contact the International Center at immigration@uakron.edu so we can provide an accessible alternative.