

Instructions: *The Form DS-2019 is required for the purpose of obtaining a J-1 student visa. Please complete all sections of this application as they relate to you. Submit the completed Form DS-2019 Application with passport copies and financial documents to the Office of International Admissions & Services at Kutztown University by mail, fax, or email to receive your Form DS-2019 by mail. The Office of International Admissions & Services is not permitted to email or fax the Form DS-2019.*

**Section I. Student Details**

*Please enter your name in English exactly as it appears in your passport. You must provide a copy of the biographical information page of your passport with this application to confirm all details.*

Last (Surname/Primary/Family) Name: \_\_\_\_\_

First (Given) Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Sex:  Male  Female      Date of Birth: \_\_\_\_\_ (MM/DD/YYYY) – ex. January 10, 2001 is 01/10/2001

**Section II. Student Citizenship**

City of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Legal Permanent Residence: \_\_\_\_\_

**Section III. Student Permanent Foreign Address for DS-2019**

Address 1 (number and street): \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**IV. Mailing Address for DS-2019**

Address 1 (number and street): \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone number for delivery: \_\_\_\_\_ Email for delivery: \_\_\_\_\_

Please tell us the date(s) you will be at this address: \_\_\_\_\_

**V. SHIPPING PREFERENCE for DS-2019**

**Do you plan to pay for express mailing of your DS-2019?**     No     Yes    IF YES

– Fill out the form for *Express Document Shipping information* at [www.kutztown.edu/studentvisa](http://www.kutztown.edu/studentvisa)

**Section VI. Dependent Information**

*Only an unmarried child under the age of 21 years or a spouse is considered to be a dependent for the purpose of obtaining a J-2 dependent visa. You must provide a copy of the biographical information page of the passport for all dependents. Attach additional sheets if necessary for additional dependents. You do not need to complete this section if you are not married, do not have children, or do not plan for your spouse and children to apply for J-2 status.*

**Will you have any dependent spouse or children who will need a J-2 visa?**

Yes – Complete Section VI.     No – Go to Section VII.

**First Dependent Information**

Relationship:  Spouse    Child

Surname/Primary/Last/Family Name: \_\_\_\_\_

First (Given) Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender:  Male  Female

City of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Legal Permanent Residence: \_\_\_\_\_

**Second Dependent Information**

Relationship:  Spouse    Child

Surname/Primary/Last/Family Name: \_\_\_\_\_

First (Given) Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender:  Male  Female

City of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Legal Permanent Residence: \_\_\_\_\_

*Additional dependents may be listed on a separate page if needed.*

**Section VII. Current Status**

Are you currently in the U.S.?    Yes – Complete Section VII.

No – Go to Section VIII.

What is your current visa type? \_\_\_\_\_ When does your current visa status expire? \_\_\_\_\_

If you do not have J-1 status, please tell us how you plan to get J-1 status:

Change of status in the U.S.

Travel to get the correct status

Reinstatement

**Section VIII. Transfer Information**

**Are you transferring a SEVIS record from another U.S. institution?**  Yes – Complete Section VIII.  No – Go to Section IX.

**Student Section**

*You will have to request that your SEVIS record be transferred to Kutztown University. We require additional information from your current institution before accepting your transferred SEVIS record. Please print and sign your name before giving this form to the Responsible Officer at your current institution. The form must be sent to KU by an RO.*

Student Name (Printed): \_\_\_\_\_

Student Email: \_\_\_\_\_

Semester you plan to enroll at Kutztown University: \_\_\_\_\_

**I grant permission for the information requested below to be forwarded to Kutztown University.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please give the Section VII. Transfer Information page to the RO at your current institution to complete and submit to KU.*

**RO Section**

*Attention Responsible Officer: Thank you for completing this section of the form and sending it by mail, email, or fax to the Office of International Admissions & Services at Kutztown University; please see contact information below.*

Is the student's data in SEVIS?  Yes  No SEVIS ID: \_\_\_\_\_

Current SEVIS end date: \_\_\_\_\_ SEVIS transfer release date: \_\_\_\_\_

To the best of your knowledge, has this student maintained full-time enrollment?  Yes  No

If no, please explain. \_\_\_\_\_

Please list any Academic Training or off-campus work authorizations. \_\_\_\_\_

\_\_\_\_\_

Please list any Reduced Course Load (RCL) authorizations. \_\_\_\_\_

Is this student eligible to continue at your institution?  Yes  No

If no, please explain. \_\_\_\_\_

RO Name (Printed): \_\_\_\_\_ RO Title: \_\_\_\_\_

RO email: \_\_\_\_\_ RO phone number: \_\_\_\_\_

RO Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Kutztown University of Pennsylvania Program Number: P-1-05456**

Office of International Admissions & Services  
Kutztown University  
P.O. Box 730  
Kutztown, PA 19530

Phone: 484-646-4256  
Fax: 610-683-1356  
Email: [international@kutztown.edu](mailto:international@kutztown.edu)

EMAIL COMPLETED FORM TO : [MEARES@KUTZTOWN.EDU](mailto:MEARES@KUTZTOWN.EDU) attention BRIAN MEARS, ARO

**Section IX. Financial Information**

The United States government requires all international applicants to provide proof of their ability to pay tuition, fees, and living expenses for the full length of their program of study. Kutztown University of Pennsylvania requires evidence of financial support to issue the Form DS-2019. Please be aware that you will not be able to pay for the full amount of your educational expenses by working while you are in the United States. U.S. government regulations strictly limit employment authorization and require that holders of student visas must be full-time students. Therefore, your job opportunities are extremely limited.

You will need to submit evidence of financial resources available to you for the “Total Amount to be Verified for One Semester of Study” amount listed below from your own assets or a sponsor. You must also show that you have continued financial support for the duration of your academic program if you will attend KU for longer than one semester. All sponsors must complete the Affidavit of Financial Support, which is page five (5) of this document. You may submit multiple copies of page five (5) if you will have multiple sponsors.

Submit only copies of official financial documents; you will need to take the official financial documents to your visa interview.

Here is a list of acceptable documents:

- Six consecutive months of bank statements
- Bank loans for educational purposes
- Scholarship letters
- Investment statements indicating liquid assets
- Government funding guarantor letter

All documents must be less than two months old and translated to English. Provide a description of currency type if not explicitly stated on the document.

**Estimated Expenses for One Semester**

Item	Bachelor's Degree	Master's Degree
	Fall Semester	Fall Semester
Advanced Registration Fee:	\$275	
Housing & Meals:	\$5,900	\$5,900
Books & Personal Expenses:	\$1,500	\$1,500
Health Insurance & Medical Expenses:	\$1,000	\$1,000
<b>Total Amount to be Verified for One Semester of Study:</b>	<b>\$8,675</b>	<b>\$8,400</b>

- Students should also budget for transportation to/from Kutztown University and summer break housing, if applicable.
- Dependent support: Student must show an additional \$6,500 of support for a spouse and each child.
- This a moderate budget; housing, meals, books and personal expenses may vary.

For more information about local cost of living in the area of Kutztown University, please see the [Living Wage Calculator](#).

Please complete all sections of this form and PRINT CLEARLY to ensure accuracy on the form DS-2019. Write NA if a section is not applicable to you. **\*\*NOTE: YEARLY AMOUNT OF SUPORT PROMISED TO STUDENT IS A REQUIRED FIELD. The total from all Sponsors MUST equal \$8675 from Undergraduate applicants and \$8400 from Graduate Applicants.**

Student's Information	
Student's KU ID Number:	
Student's Last (Family) Name:	Student's First (Given) Name:
Student's Annual Income:	Student's Personal Savings:
Student's Signature:	Date:
Family Financial Support Information	
Parent/Guardian 1	
Last (Family) Name:	First (Given) Name:
Occupation AND Employer Name:	Annual Salary:
Other Income:	Please describe other income:
Relationship to student (mother, father, guardian, etc.):	<b>**Yearly Amount of Support Promised to Student in US Dollars:</b>
Signature:	Date:
Number of people in family parents/guardians must financially support:	
Parent/Guardian 2	
Last (Family) Name:	First (Given) Name:
Occupation AND Employer Name:	Annual Salary:
Other Income:	Please describe other income:
Relationship to student (mother, father, guardian, etc.):	<b>**Yearly Amount of Support Promised to Student in US Dollars:</b>
Signature:	Date:
Sponsor Information (anyone other than the student, parent or guardian who will financially sponsor student's education)	
Last (Family) Name:	First (Given) Name:
Occupation AND Employer Name:	Annual Salary:
Other Income:	Please describe other income:
Relationship to student:	<b>**Yearly Amount of Support Promised to Student in US Dollars:</b>
Signature:	Date:

EMAIL COMPLETED FORM TO BRIAN MEARES,ARO [meares@kutztown.edu](mailto:meares@kutztown.edu)