YOU ALWAYS WANTED
[TO MAKE A DIFFERENCE]

WE’LL BUILD YOUR FUTURE.

Student Financial Services
Non–U.S.Citizens/Nonpermanent Residents
2014-2015 Academic Year

Prepared By: Office of Student Financial Services

Midwestern University
Educating Tomorrow’s Healthcare Team

Downers Grove, Illinois Campus
Glendale, Arizona Campus

WWW.MIDWESTERN.EDU
**Midwestern University**

*Prepared By:*

**Office of Student Financial Services**

<table>
<thead>
<tr>
<th>DOWNEY GROVE, IL CAMPUS</th>
<th>GLENDALE, AZ CAMPUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of Student Financial Services</td>
<td>Office of Student Financial Services</td>
</tr>
<tr>
<td>555 31st Street</td>
<td>19555 North 59th Avenue</td>
</tr>
<tr>
<td>Downers Grove, IL 60515</td>
<td>Glendale, AZ 85308</td>
</tr>
<tr>
<td>Office Hours: 8:00 AM - 4:30 PM Weekdays</td>
<td>Office Hours: 8:00 AM - 4:30 PM Weekdays</td>
</tr>
<tr>
<td>Phone (630) 515-6101</td>
<td>Phone (623) 572-3321</td>
</tr>
<tr>
<td>Fax (630) 515-6384</td>
<td>Fax (623) 572-3283</td>
</tr>
<tr>
<td>Email: <a href="mailto:ilfinaid@midwestern.edu">ilfinaid@midwestern.edu</a></td>
<td>Email: <a href="mailto:azfinaid@midwestern.edu">azfinaid@midwestern.edu</a></td>
</tr>
</tbody>
</table>

Dear Prospective Student:

Thank you for your recent application to Midwestern University. If you are not a U.S. citizen or permanent resident, you must comply with our international student policies. This booklet details the requirements and any forms that are needed in order to issue an I-20 (visa) for your attendance at Midwestern University. It is the policy of Midwestern University that you must prepay tuition, and in some cases, other mandatory program fees for the entire length of your program if you are requesting an I-20 or you are not a U.S. citizen or a permanent resident. Refer to the chart in this booklet for an estimation of what you must prepay. Please note that tuition rates for the 2014-2015 academic year will not be determined until after March 1, 2014. The amounts on the chart are based on a 5% increase of actual 2013-2014 tuition rates. As soon as the 2014-2015 tuition rates are released in the spring of 2014, we will update the amounts so you will know the exact amount to prepay for your program. We strongly encourage students to wire funds to Midwestern University; please contact the appropriate Office of Student Financial Services representative below to obtain wire information. You may use USD-backed credit cards, including VISA, Master Card, Discover, American Express; or you may pay by USD bank check. Though it is permissible for you to access a student loan program for your personal living expenses, a “preapproved loan” cannot be substituted in lieu of the required prepaid tuition deposit.

You will need to complete the I-20 Information Form in this booklet. You can submit the completed form to the appropriate Office of Student Financial Services representative below along with your prepaid tuition payment.

Please either fax or mail or email the required documentation to:

MWU ARIZONA
Midwestern University
Office of Student Financial Services
19555 N. 59th Ave.
Glendale, AZ 85308
Attn: Karen Owens, Assistant Director
Phone: 623-572-3228; Fax 623-572-3283
kowens@midwestern.edu

MWU ILLINOIS
Midwestern University
Office of Student Financial Services
555 31st Street
Downers Grove, IL
Attn: Christine Clifford, Assistant Director
Phone: 630-515-6038; Fax 630-515-6384
ccliff@midwestern.edu

Please feel free to contact the Office of Student Financial Services on the campus you will be attending if you have any questions.

Sincerely,

Midwestern University
Office of Student Financial Services
Prepaid Tuition Cost Estimates • Based on 2013-2014 Academic Year

All accepted matriculants are required to prepay tuition and in some cases other mandatory program fees for the entire length of their program. Please note, if an individual’s program is extended for any reason, additional tuition may be charged. That tuition will require prepayment. Please submit your prepaid tuition payment to the Office of Student Financial Services no later than 45 days before the start of class. The figures below are estimated. The actual prepaid tuition amounts will be available after March 1, 2014 when the 2014-2015 tuition rates are released. All tuition and fees that are prepaid will be frozen at current rates for 2014-15, meaning students will not be required to pay the estimated 5% to 7% annual rate increases and will save thousands of dollars.

ARIZONA CAMPUS: Prepaid Tuition Validation - Based on 2013-2014 Academic Year

<table>
<thead>
<tr>
<th>Program</th>
<th>Prepaid Tuition Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Osteopathic Medicine</td>
<td>$232,121</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>$151,732</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>$95,193</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>$102,104</td>
</tr>
<tr>
<td>Occupational Therapy</td>
<td>$89,476</td>
</tr>
<tr>
<td>Biomedical Sciences, MA</td>
<td>$38,193</td>
</tr>
<tr>
<td>Biomedical Sciences, MS</td>
<td>$65,310</td>
</tr>
<tr>
<td>Cardiovascular Sciences, (Perfusion)</td>
<td>$71,364</td>
</tr>
<tr>
<td>Clinical Psychology, PsyD</td>
<td>$122,804</td>
</tr>
<tr>
<td>CRNA (Nurse Anesthesia)</td>
<td>$87,023</td>
</tr>
<tr>
<td>Dental Medicine</td>
<td>$307,318*</td>
</tr>
<tr>
<td>Optometry</td>
<td>$140,393</td>
</tr>
<tr>
<td>Podiatric Medicine</td>
<td>$147,861</td>
</tr>
<tr>
<td>Veterinary Medicine</td>
<td>$212,000*</td>
</tr>
</tbody>
</table>

*Also includes 4 years of Supplies, Instrument Rental, SIM Lab/Clinic

ILLINOIS CAMPUS: Prepaid Tuition Validation - Based on 2013-2014 Academic Year

<table>
<thead>
<tr>
<th>Program</th>
<th>Prepaid Tuition Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Osteopathic Medicine</td>
<td>$239,303</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>$152,893</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>$94,767</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>$107,339</td>
</tr>
<tr>
<td>Occupational Therapy</td>
<td>$93,296</td>
</tr>
<tr>
<td>Biomedical Sciences, MA</td>
<td>$36,560</td>
</tr>
<tr>
<td>Biomedical Sciences, MS</td>
<td>$65,350</td>
</tr>
<tr>
<td>Clinical Psychology, PsyD</td>
<td>$129,444</td>
</tr>
<tr>
<td>Dental Medicine</td>
<td>$311,755*</td>
</tr>
<tr>
<td>Speech-Language Pathology</td>
<td>$71,873</td>
</tr>
</tbody>
</table>

*Also includes 4 years of Supplies, Instrument Rental, SIM Lab/Clinic

Please note that our refund policy is based on Federal Regulations, so all prepaid tuition is refunded on a prorated basis for anyone who withdraws prior to program completion. Please see our online University catalog for full details on the MWU refund policy.
I-20 INFORMATION FORM  (Please print all entries)

Name in Full (As it appears on your passport)

(LAST)                  (FIRST)    (MIDDLE)

Gender: (Required by ICE)  Male___    Female___

DATE OF BIRTH          PLACE OF BIRTH          CITIZENSHIP

Month / Day / Year     COUNTRY OF BIRTH     COUNTRY OF CITIZENSHIP

Are you currently in the United States?  _____ YES    _____ NO

If you answered “Yes” and your immigration status is not F-1, an I-20 will not be issued until you’ve made an appointment with us for assistance on completing a Change of Status application. If you are not eligible for a change of status while in the U.S., you’ll have to return to your home country and re-enter using our I-20 form.

Are you currently attending another school in the U.S.?   _____ YES    _____ NO

If “YES” you must instruct your current school to transfer your I-20 to Midwestern University at the appropriate time. (Please contact your Designated School Official listed in this booklet for further information on how to transfer your SEVIS record.)

Email: ___________________________

Current foreign address:   __________________________________________________________
______________________________
______________________________

Current U.S. address:     __________________________________________________________
______________________________
______________________________

(Note: if you don’t currently have a U.S. address, you will need to update it with the registrar as soon as it is available.)

I would like my I-20 mailed to:   __________________________________________________________
______________________________
______________________________

Do you have any dependents who will need an I-20?   _____YES    _____NO

(You must have additional financial resources available to support your spouse and any children under the age of 21. The general guidelines annually for that additional support are $4000 for a spouse and $2000 for each child.)

Number of dependents #______  Program Years #______  Total extra required $__________

Include Dependent Information  Legal Name(s)__________________________

(Spouse/Child)  Relationship to Student ______________________________

Date of birth________________________________________________________

Country of Citizenship_______________________________________________

Gender: (Required by ICE)  Male___    Female___

(Note: list additional dependents on a separate piece of paper and attach to form)

I certify that the above information provided is correct and complete.

Student Signature ___________________________    Date ________________
1. Is there a deadline for submitting my prepaid tuition payment and the I-20 Information form?
   Yes. Please submit your prepaid tuition payment and I-20 Information form no later than 45 days before the start of class. Please remember that the form submission and prepaid tuition are time sensitive if you are entering the U.S. from a country other than Canada. You need to allow enough time for U.S. Consulate approval following receipt of the I-20 form from MWU.

2. Can I fax or email my I-20 Information Form?
   Yes. You may fax or scan the form to our office:
   ARIZONA: Fax: 623-572-3283 (Attention: Karen)  E-mail: kowens@midwestern.edu
   ILLINOIS: Fax: 630-515-6384 (Attention: Christine) E-mail: ccliff@midwestern.edu

3. Will you tell me when my I-20 will be issued?
   Yes. Once the Office of Student Financial Services has received your prepaid tuition amount, we will e-mail you stating that you are cleared to get your I-20. For those students that wire funds, we will notify you that you are cleared once the Office of Student Financial Services receives confirmation from the Business Services Office that your funds have been received. Then the Registrar (or designated official) will officially notify you when your I-20 has been sent.

4. I want to bring my spouse and children to the U.S. with me. What do I need to do?
   You must have additional financial resources available to support your spouse and any children under the age of 21. The general guidelines annually for that additional support are $4000 for a spouse and $2000 for each child.

5. Who are my contacts (DSO - Designated School Official), for International Student processing after I have prepaid my tuition?
   Downers Grove, IL campus: Reed Cooper 630-971-6093
   Glendale, AZ campus: Christy Schenk 623-572-3271

6. I am an incoming Midwestern University Student. What do I need to know about entering the US?
   Following your financial approval from the MWU Office of Student Financial Services, the I-20 form will be sent to you establishing your F1 student visa status. Following receipt of the I-20 form, you will need to process an I-901 visa application and pay the application fee on-line at the immigration web site listed below. Please process the I-901 application as soon as possible so you have enough time to enter the U.S. for orientation.
   Students arriving from countries other than Canada need to schedule an appointment with the U.S. Consulate in their home country in order to enter the U.S. Be sure to have your I-20 form, paid I-901 application receipt and financial documentation with you for your consulate appointment and as you exit your home country.
   Students with Canadian citizenship do not need to be screened by the U.S. Consulate in Canada. You may simply process your entry into the U.S. at the airport or border crossing. Be sure to have your I-20 form, paid I-901 application receipt and financial documentation with you as you cross the border.

Immigration website: http://www.ice.gov/sevis/

U.S. Immigration and Customs Enforcement (USICE) Policy: “All student applicants must have a SEVIS generated I-20 issued by an educational institution approved by DHS, which they submit when they are applying for their student visa. The consular officer will need to verify your I-20 record electronically through the SEVIS system in order to process your student visa application. Unless otherwise exempt, participants whose SEVIS I-20 was issued on or after September 1, 2004 must pay a SEVIS I-901 Fee to the Department of Homeland Security for each individual program. The fee may be paid either through a special website, via Western Union, or by mail. See SEVIS-901 fee for further information on how to pay the fee at the following web site https://www.fmjfee.com/i901fee/"
7. I am a student with an I-20 from another United States university who will be transferring to Midwestern University. What do I need to do?

For the Downers Grove, Illinois campus, please contact Reed Cooper, DSO, at 630-971-6093.
For the Glendale, Arizona campus, please contact Christy Schenk, DSO, at 623-572-3271

8. My international student advisor at my current institution needs your school code in order to transfer my record to you. What is your school code?

Downers Grove, IL - CHI214F10670000    Glendale, AZ - PHO214F00539000

9. Is there anything else I need to consider regarding my visa status in the U.S.?

Yes.

(a) Regarding social security number or driver's license; know what you are applying for and if you are eligible. Talk with your school’s designated school official (DSO) for rules governing these privileges.

(b) Make sure your fees are paid so your record in the Student and Exchange Visitor Information System (SEVIS) is up-to-date and in Active status. SEVIS is the database that contains information for all F-1 students. A DSO places your record in Active status when you report to the school and after the first day of class.

Learn More

• Driving in the United States
• Obtaining a Social Security Number (SSN)
• DMV Fact Sheet
• Stay in the States

10. I am a graduating Midwestern University student. How do I apply for Optional Practical Training (OPT) following graduation?

As you near your program completion date you may decide that you want to apply for Optional Practical Training (OPT) following graduation in order to remain in the U.S. for another year. Your immigration DSO will need to certify OPT on your I-20 form prior to you completing the OPT application and paying the required application fee. The immigration website for the I-765 application and more information about OPT requirements follows. You can only be certified for OPT one year, so it is important that you let your DSO know what date to set as your OPT start date, the start date needs to be less than 90 days following graduation. For example, if you start on July 1 the OPT will end on June 30 of the following year. The DSO can start OPT certification anytime after you select your work start date, allow at least 8 weeks for USICE to process your application and for receipt of your EAD card. After you secure a job or if you change employers, you need to notify your DSO of your employer name and address, you must also stay up to date with any home address changes. If your immigration visa status changes during the OPT year, you need to contact the DSO immediately.

Please also remember that after completing your degree program you cannot travel outside the USA during the OPT application process until you receive your EAD card. If you do travel during that period you will not be allowed back into the country without the EAD card and a written job offer or contract.

You cannot remain in the U.S. if you have more than a 90 day period of non-employment. View the USICE web site for more information: http://www.ice.gov/index.htm

Click here for: OPT I-765 application and other details
Definition of Terms

- **FORM I-20 A/B:**
  United States Immigration and Customs Enforcement (Certification of Eligibility) for F-1 Visa

- **USES:**
  1. To obtain an F-1 visa from American Embassy/Consulate in your home country
  2. To enter the country for the first time
  3. To reenter after a short visit outside the U.S.
  4. For entry of spouse and/or dependents

- **I-94: ARRIVAL/DEPARTURE RECORD**

  The I-94 arrival/departure record lists your visa classification (F1) and the expiration date of your authorized duration of stay, (D/S) in the United States. This document is proof that you were lawfully admitted to the United States. Prior to 2013 this was a card stapled into your passport at a U.S. border entry site. For current students, Homeland Security has automated the I-94 entry card online. You can access and print a hard copy of your I-94 entry record at the ICE website; [www.cbp.gov/I94](http://www.cbp.gov/I94)

  D/S stands for the duration of status, which means the period during which the student is pursuing a full course of study, plus one year for practical training, and 60 days in which to return to your home country.

- **PASSPORT:**

  A passport is your country’s identification of you as a citizen. Your passport must remain valid at all times. It is not allowed to expire. You may renew it by contacting your Embassy/Consulate within the U.S.

- **VISA: STAMPED PAGE IN PASSPORT**

  A visa normally is a stamp placed in your passport by an official of the United States (or the country you are entering) permitting you entry. You must have a valid visa to enter the United States (unless visa exempt). However, unlike a passport, once in the U.S., a visa is allowed to expire.
Applying for a Student Visa

Upon receipt of your Certificate of Eligibility (I-20) you will need to make an appointment with the American Consulate or Embassy having jurisdiction over your place of permanent residence. Although you may apply at any U.S. Consular office abroad, it may be more difficult to qualify for the visa outside the country of permanent residence.

Before you apply for the visa, you should understand the process and the rules governing visas. Many visa applications fail. In some countries, most applications fail. Often it is because the student did not know the rules or was not prepared. We do not want this to happen to you. Please read what follows very carefully.

Due to the tragic events of September 11, 2001 in the United States, visa applications from men 16 to 45 years of age from the following Middle Eastern Countries will be checked against databases maintained by the FBI: This new security procedure will delay visa issuance by up to 20 days. Countries affected include: Afghanistan, Algeria, Bahrain, Djhouri, Egypt, Eritrea, Indonesia, Iran, Iraq, Jordan, Kuwait, Lebanon, Libya, Malaysia, Morocco, Oman, Pakistan, Qatar, Saudi Arabia, Somalia, Sudan, Syria, Tunisia, The United Arab Emirates and Yemen.

The consular officer will take a very legalistic view. In the U.S., it is considered important to be impersonal when administering laws. This is considered rude or improper in many countries, but not in the U.S., where the ideal is to apply laws equally to all regardless of status or sex. Do not try to negotiate or discuss personal matters.

Be sure that your passport is valid at least 6 months beyond the date you expect to depart the U.S.

The most important rule may seem strange to you. The consular officer who makes the decision on your visa application is required to think of you as someone who plans to come to the U.S. permanently and you must prove that you intend to return to your country after completing studies. U.S. law very clearly states that F and J visas may be given only to persons who intend to remain in the U.S. temporarily. This rule is the number one reason for denials of student visa applications.

The other important rules are: (1) You must have a definite academic or professional objective. You must know what you are going to study and where it will lead. Be ready to say what you want to study and what kind of career it will prepare you for in your home country. Be prepared to explain why it is better for you to study in the U.S. than at home. (2) You must be qualified for the program of study. (3) You must be definite about your choice of schools. If you do not seem certain that you want to attend Midwestern University, you will not get a visa. (4) You must be adequately financed and have documents to prove it. You may not plan to use employment as a means of support while you are in the U.S.

U.S. government officials are convinced more easily by written documents than by spoken statements. When possible, have papers to show your connections to your home country. If your family owns property, take the deeds. If you have a brother or sister who studied in the U.S. and then returned home, take a copy of the brother’s or sister’s diploma and a statement from an employer showing that they have returned home. If possible, show that an individual or company in your home country will give you a job when you return. If you cannot get a promise of a job, try to get a letter saying that you will be considered for a job, or that the company needs people with the kind of education you are coming to the U.S. to receive. With papers, show ties to your home country. If your family owns a business, take letters from a bank, describing the business, to the visa interview with you. Do not emphasize any ties you may have to the United States or to family members in the United States. Your visa application is stronger and better if at least part of your financial support comes from your home country, even if most of it comes from the U.S.

Read your Form I-20. Some of the rules you must obey are printed on page 2. Be aware of these rules especially...
the requirements that you study-full time. Look at the
date entered in item #5 for reporting to the school. You
must apply for the visa in time to reach the school no
later than that date.

There is no time limit on how soon you can apply
For the student visa. The sooner you apply the better.
Consular offices get extremely busy during the late
summer months (July, August, September). However,
you will not be allowed to enter the United States more
than 90 days prior to the start date on your Certificate
of Eligibility.

Maintaining Your Status

The responsibility for maintaining your immigration
status lies with you. There are several important things
you must do to maintain status:

1. Maintain full-time enrollment and normal progress
toward your degree. Twelve credit hours per quarter is a
full course load and is considered full-time enrollment.
Students must be enrolled
three consecutive quarters out of each academic year
(typically Autumn/Fall, Winter and Spring Quarters).

2. Do not work off-campus without USICE (U.S.
Immigration and Customs Enforcement) approval. You
are not eligible to work off-campus unless employment
is curricular based and approved by the Registrar.
Therefore, it is important that you have enough
financial support to fund your entire stay at Midwestern
University. As an international student you are not
permitted to work more than 20 hours per week while
school is in session. Working more than 20 hours per
week is a violation of your student status and could
lead to any number of USICE penalties including
deportation.

3. Obtain extensions, as needed, of your permission
to stay in the U.S. USICE regulations state that F-1
students may stay in the U.S. for the duration of

an educational program or a series of educational
programs (for example, from an undergraduate degree
through a master’s degree) plus the duration of optional
practice training and then an additional

60 days. However, students who do not complete the
stated educational program within the time indicated
on their I-20 form must request a program extension
prior to the completion date. Those who do not request
a program extension
are out of status and must be reinstated by the
USCIS. There are new laws that severely penalize non-
immigrants who violate their status through overstays.
Please make sure your I-20 does not expire.

4. Keep your passport valid! Your passport must be
valid for a minimum of 6 months past your expected
completion date at all times. For example, if your I-20
expires on December 31, 2015, your passport should be
valid until June 30, 2016. Renewal applications must
be made with the Embassy or Consulate of the country
issuing the passport. You will need a certification of
student status from Midwestern University (this can
be obtained from the Registrar’s office). Addresses of
embassies and consulates are available on line at www.
ic.gov.

5. Notify USICE (U.S. Immigration and Customs
Enforcement) of transfer to another school or a change
in educational program. Please see the Registrar if you
plan to transfer to another school. Your new school will
want certification that you have been in proper student
status and are eligible to transfer. Most schools will have
a transfer form
of some sort to be completed by the original school.
You must report to the international office of your new
school within 15 days of the beginning of classes to have
your transfer processed.
Changing Programs

Anytime you change majors, or degree levels (i.e., Master’s to a Ph.D.) you must obtain a new I-20 and prepay any additional tuition. To do so you will need to meet with the Registrar and bring the following documents: a copy of the application to the new program; a letter of acceptance to the new program; and proof of financial support for the new program. You must do so no later than 2 weeks prior to the start of the new program.

Visa Expiration/Renewal

This procedure is only necessary when you intend to travel outside the U.S. and your visa is expired. To get your visa renewed you will need a valid passport, a properly executed I-20, proof of financial support and/or letter of certification. You must visit the American Consulate/Embassy Office in the country you are visiting in order to get the renewal date issued. A student visa cannot be renewed in the U.S. If you are traveling to Canada, Mexico or other contiguous U.S. territories for less than 30 days, you do not need to get your visa renewed.

Visits for Spouse and Children

F-1 Students must obtain and I-20 to send to family member (spouse or Children) who wish to visit them in the U.S. The family member(s) will use the I-20 to support their application for an F-2 visa at the American Embassy or Consulate. The Embassy/Consulate will require evidence that you have adequate financial resources for family member(s) support without recourse to employment. The general guidelines annually for that additional support are $4000 for a spouse and $2000 for each child under the age of 21. You must realize that under no circumstances will your spouse be permitted to take any employment after he/she reaches the U.S. In addition, bringing family members to the U.S. is not considered a valid reason for needing employment authorization.

Optional Practical Training

Optional practical training must be authorized by the Registrar’s Office DSO.

Traveling Outside the U.S.

F-1 visa holders need the following documents to re-enter the U.S. after a temporary absence:

1. I-20, including a valid, yearly signature on page 3 with endorsed signature
3. Verification of adequate financial support.

NOTE: a new I-20 is required only if there has been a change in your field of study, degree level, in the source or amount of funding or if all the endorsement lines on page 3 are filled in. Requests for a new I-20 or for a signature on page 3 must be made to the Registrar at least two weeks before your planned departure.