

Appendix

Basic Process for International Admissions and Obtaining Visa to Study at the DSPT

DSPT Admissions Requirements

- Completed application form in Populi (on website)
- Letter of recommendation from the Provincial WDP including estimated cost of education and housing for the candidate.
- Copy of recommendation from a superior
- Statement of purpose
- Official transcripts for all past studies (undergraduate and beyond)

Submit official transcripts from all previous academic coursework (undergraduate, graduate, doctoral). Send physical copies to: Admissions Office, 2301 Vine St. Berkeley, CA 94709. Send electronic transcripts to admissions@dspt.edu

Once a student receives confirmation of their acceptance from the DSPT Admissions Office, the student can begin the process to request the I-20 documents.

Instructions and a timeline for the I-20 request process are provided below. This information is only relevant for international students who will need an F-1 student visa, in order to study at Dominican School of Philosophy & Theology.

An I-20 is a U.S. Department of Immigration document issued by a university to certify that an F-1 student has met admission requirements and has proof of sufficient financial resources for their studies. An I-20 is required to apply for an F-1 student visa at a U.S. Embassy or Consulate abroad. Newly admitted international students who have received their acceptance should immediately fill out the necessary paperwork to request their I-20 from the DSPT Registrar's Office because the visa process takes time. It can take 30-45 days after requesting an I-20 before the student receives it and then it can take time to obtain a visa appointment at the U.S. Embassy or Consulate. The Registrar's Office requires 10-15 days to process your I-20 request.

The Registrar will give final approval and generate your I-20 document. With your SEVIS ID number, you will schedule a visa appointment with a U.S. Embassy/Consulate/Diplomatic mission office. Your I-20 document along with all required paperwork, will be sent to you via Fedx. It can take 3-4 weeks or more for you to receive your I-20 packet from the time the Registrar's Office receives a completed request, if all documents are in order.

This confidential **I-20 Request Form** must be completed and submitted to the DSPT Registrar's Office with the accompanying documentation (see below) before

the Form I-20 Certificate of Eligibility can be issued. All fields of the I-20 Request Form must be completed. If a question does not apply to you, please enter N/A in the appropriate field; do not leave any blanks.

Accompanying documents required to begin the I-20 process are:

- *a copy of the biographical page of a valid passport
- *documentation of financial support from your Superior
- *housing documentation from the Superior of the religious house in California at which you will be residing
- *your completed I-20 request form

If you are currently in the U.S. on an F-1 student visa and plan to transfer your SEVIS record to DSPT, please contact the Registrar directly.

Once the student has received their Admissions acceptance, they can go online and pay their SEVIS I-901 fee. Current cost is \$350.

See the SEVP Web site at www.ice.gov/sevis for a full list of questions and answers regarding the SEVIS I-901 fee.

The prospective student then applies to one of the following:

- The local U.S. consulate or embassy for a visa (see the DOS Web site at http://travel.state.gov/visa/temp/types/types_1268.html for more information on student visas and applications);
- The U.S. POE directly, if the student is a citizen of a visa exempt country; or
- USCIS for a change of status to F-1 or M-1, if the prospective student is in the United States in another nonimmigrant status(see the USCIS Web site at www.uscis.gov).

An Overview of the Process and Timing: (assuming Fall 2021 enrollment)

- WDP Inquiry (deadline Feb 1)
- WDP Approval (by Feb 15)
- DSPT Admissions Application (deadline March 31)
- DSPT Acceptance of Candidates (by April 15)
- Upon Acceptance, Candidate requests I-20 (VISA). Prospective student can begin to submit documentation packet to the DSPT Registrar (beginning May 1)
- All I-20 docs submitted to DSPT Registrar (deadline Jun 1)
- Prospective student will receive a SEVIS number within 2-3 weeks and should schedule their VISA appointment with the local Embassy/Consulate/Diplomatic mission office.
- Student will receive their I-20 documents via FedX and takes the packet to their VISA appointment. The SEVIS I-901 fee must be paid online before the appointment.
- Student attends orientation the week before classes begin. (for the Fall 2021 term, Orientation begins Tuesday, August 31, 2021).
- Fall term 2021 begins Tuesday, September 7, 2021.