

# Request for a Dependent Visa Form



EMORY  
UNIVERSITY

## International Student and Scholar Programs

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## Dependent I-20 or DS-2019 Request

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To request an I-20 or DS-2019 for your spouse or children to join you in the U.S., please read both sides of this form carefully and follow the directions. An incomplete form or supporting documentation will delay the processing of the paperwork. When ISSP has received **all required** documentation and information, your new I-20s or DS-2019s will be ready in five working days.

As the F-1 or J-1 status holder, you will receive a new I-20 or DS-2019 reflecting updated dependent and financial information. Each of your dependents will receive his or her own I-20 or DS-2019, with his or her own SEVIS number in the upper right-hand corner of the form. As the F-1 or J-1 status holder, you will sign both your and your dependents' forms.

ISSP supports Emory student and scholar requests to have families join them in the U.S. As Designated School Officials and Responsible Officers we will provide you with the visa eligibility form (I-20 or DS-2019) based on documentation of financial support beyond the cost associated with your program of study. While ISSP issues visa eligibility forms to facilitate the visa application at a U.S. Consulate or Embassy, the decision to issue or deny visas is made solely by the consular officer.

**Special Note:** Family members planning to visit for a short period of time may want to enter the U.S. as a tourist rather than in F-2/J-2 status. Be advised, however, that it may be difficult to change the visa status from tourist to F-2/J-2 if the individual decides to remain in the U.S. on a long-term basis. For additional information related to F-2/J-2 dependent statuses, please visit the ISSP website at <http://www.emory.edu/ISSP/scholars/family/bring.htm>.

### Applying for a Visa

Application for a nonimmigrant visa usually requires a personal appearance before a consular officer. The consular officer has the discretion to require whatever evidence is necessary to demonstrate that the applicant for a nonimmigrant visa is eligible for such a visa. In addition to the Application for Nonimmigrant Visa (OF-156) and the Certificate of Eligibility (I-20AB or DS-2019), other required documentation may include: evidence of financial support, photographs, required fee, etc. Further, "an applicant for a nonimmigrant visa shall be presumed an immigrant until the consular officer is satisfied that the applicant is entitled to a nonimmigrant status...The burden of proof is upon the applicant to establish entitlement for nonimmigrant status" {Federal Regulation 22CFR 42.11}. The applicant may attempt to convince the consular officer that there is both need and reason to return to the home country by providing evidence of a job offer or a job to return to, proving ownership of property or explaining family ties and responsibilities. **It is the responsibility of the applicant to supply the required evidence. For additional information and resources, please visit the ISSP website at <http://www.emory.edu/ISSP/students/prearrival/newsletter/immigration/obtain.html>.**

### Financial Support

You must provide proof of financial support in the amount of \$8400/year for your spouse and \$4200/year for **each** child. If you are providing personal funds to support their stay, request a letter from the Branch Manager of your bank that includes the account balance, date the account was opened, record of deposits and credit relationship with the bank.

If the funds are coming from a family member, the family member must also write a letter of support/affidavit stating that they agree to provide your family with this funding. Additionally, the letter of support and the supporting financial information must be in English or supported by an official translation. If you have a graduate assistantship, a current letter from the department that reflects the amount of your stipend is required.

If you are a student or scholar who already receives sufficient income or funding to support dependents beyond your yearly program expenses as indicated on your current I-20/DS-2019, you will be able to utilize this funding. Ask your department to issue two letters verifying your support. One should be sent to the dependent(s) for application of visa stamp along with a photocopy of your I-20/DS-2019.

**Student Information** Please type or write clearly.

Family Name \_\_\_\_\_

Given Name: \_\_\_\_\_

Check One:  F-1  J-1

Expiration Date on I-20/DS-2019 \_\_\_\_\_  
mm/dd/yyyy

EMPLID (Emory ID number): \_\_\_\_\_

Current Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Emory E-mail \_\_\_\_\_

Daytime: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Check one:  I will pick up documents in five days  Please mail to the address above

**Dependent(s) Information**

**Please provide a copy of each dependent's passport identification page** and proof of current status if in the U.S.

Check one:  My dependents will travel with me  My dependents will join me in the U.S. at a later date

Spouse's Family Name \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth \_\_\_\_\_  
mm/dd/yyyy

Gender:  Male  Female

City and Country of Birth \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Country of Legal Permanent Residence \_\_\_\_\_

1. Child's Family Name \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth \_\_\_\_\_  
mm/dd/yyyy

Gender:  Male  Female

City and Country of Birth \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Country of Legal Permanent Residence \_\_\_\_\_

2. Child's Family Name \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth \_\_\_\_\_  
mm/dd/yyyy

Gender:  Male  Female

City and Country of Birth \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Country of Legal Permanent Residence \_\_\_\_\_

3. Child's Family Name \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth \_\_\_\_\_  
mm/dd/yyyy

Gender:  Male  Female

City and Country of Birth \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Country of Legal Permanent Residence \_\_\_\_\_

I have read and understand the above information. ISSP will provide me with the necessary Certificate of Eligibility for the visa application upon receipt of this form and supporting documentation (financial documentation and passport identification page).

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

Date: \_\_\_\_\_  
mm/dd/yyyy