

# Application for Visa Certificate (I-20/DS-2019) for Exchange & Visiting International Students 2024-2025

To be issued a Visa Certificate (I-20 for F-1 students or DS-2019 for J-1 students), which is required for you to apply for an F-1 or J-1 student visa at a U.S. Embassy or Consulate abroad, you must complete all sections of this form and provide documentation of at least the minimum living expenses required while at Princeton Theological Seminary (“PTS”) as indicated in your *International Student Declaration and Certificate of Finances 2024-2025*. Lack of documentation or incomplete information will delay the issuance of your I-20 or DS-2019. All information that you provide will be kept confidential.

**INSTRUCTIONS | (You must send all documents via email)**

(1) Please complete this form in its entirety, save and send with following documents (as attachments) to [Martha.Redondo@ptsem.edu](mailto:Martha.Redondo@ptsem.edu) by **April 21st**.

(a) Please use in subject line of Email: **"YOUR LAST NAME\_Your First Name | New AVC"**

- (2) Attach All Required Financial Documentation Demonstrating Funding
- (3) Attach Copy of the Biographical Page of your and any joining dependent(s)' Passport(s) (if available)
- (4) [Transfer-In](#) Form (if applicable)
- (5) [DS-2019 Request](#) Form (if applicable)

**SECTION I | PERSONAL INFORMATION**

Please complete. Your name **must** be consistent on all immigration documents to avoid problems at the U.S. Embassy/Consulate and/or upon your arrival in the U.S.

Name (as in passport):     
Family/Lastname(s) Given/FirstName(s) Middle Name(if applicable)

Date of Birth  City & Country of Birth  Country of Citizenship   
(mm/dd/yyyy)

Country of Legal Permanent Residence  Please checkone:  Male  Female  Other

Email:  Please include email address for you and all family members.

Most recent employment in your home country (if student, indicate undergraduate Ograduate):

**SECTION II | PERMANENT FOREIGN RESIDENCE**

You must provide a **permanent (residential) address in your country of citizenship or country of permanent residency**. This must be a non-U.S. address. Please note that this address must be your residential address, not a P.O. Box or school address.

House Number and Street Apt. # (if any) City Province/State Country Zip Code (if any)

Telephone Number:

**SECTION III | FAMILY/DEPENDENT(S) INFORMATION**

Only complete if family/dependents will be joining you during your studies. Attach a copy of a current passport and government issued marriage certificate (spouse) or birth certificate (child must be under 21 years old).

Family Name(s)	First Name(s)	Date of Birth MM/DD/YYYY	City and Country of Birth	Country of Citizenship	Country of Legal Permanent Residence	Relationship to Student
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**SECTION IV | CURRENT U.S. IMMIGRATION**

- I am currently in the U.S. or outside the U.S. with an **active F-1 or J-1 SEVIS record**, in which I plan to transfer to Princeton Theological Seminary. Please proceed as follows: (a) Complete **Transfer-In Form** with Current School's International Student Advisor: [Transfer Form](#). **NOTE:** If you decide **NOT** to transfer your record, you will need to depart the U.S., pay the SEVIS fee, and apply for a new F-1 or J-1 visa **before** returning to the U.S.
  
- I am currently in the U.S. in a status other than F-1 or J-1 and will request a change of status to either F-1 or J-1 from USCIS. (a) Please indicate current status: \_\_\_\_\_

**NOTE:** If you are currently on an F-2 dependent visa, you must apply and be approved for a change of status to F-1 prior to enrolling in courses at Princeton Theological Seminary.

**SECTION V | J-1 REQUEST**

Unless indicated below, all students are issued an I-20 for F-1 Student status while pursuing their programs at PTS. However, some students may be eligible to participate in the J-1 Exchange Visitor program. Please read thoroughly the details pertaining to the J-1 Exchange Visitor program and if you meet the criteria for participation.

- By checking this box, I request a **DS-2019** for J-1 student status, if not checked I will receive an I-20 for the F-1

Student Visa; and I have read and understand the information at [pertaining to J-1 students \(all sections\)](#); and I have read and understand the attached U.S. Department of State's Participant Guide: [The Exchange Visitor Program WELCOME BROCHURE](#); and I have attached the required [DS-2019 Request Form](#):

**SECTION VI | STUDENT STATEMENT: SIGNATURE**

By submitting this form to the Office of Global Services, I hereby acknowledge that I have read and understand all of the above, including the links provided on this form. I also certify that the information on this form is complete and accurate to the best of my knowledge.

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*First Name*

*Middle Name*

*Last Name*

*Date*