

ADMINISTRATIVE DIVISION ACAF Academic Affairs		POLICY NUMBER ACAF 2.13
POLICY TITLE Financial Certification Requirement for Admitted F-1 and J-1 International Students		
SCOPE OF POLICY USC Columbia and Palmetto College		DATE OF REVISION April 14, 2025
RESPONSIBLE OFFICER Executive Vice President for Academic Affairs and Provost		ADMINISTRATIVE OFFICE Office of the Provost

PURPOSE

Per federal regulations 8 CFR 214.3(k) and 8 CFR 214.2(f)(1)(i)(B), all admitted international students who intend to matriculate as F-1 or J-1 visa holders sponsored by the University (hereafter referred to as “student”) must submit documentary evidence of financial support prior to certificate of eligibility issuance.

DEFINITIONS AND ACRONYMS

Financial Certification: Evidence of an admitted student’s financial ability to cover the expenses of tuition, fees, and living expenses during the period of intended study

DSO: A Designated School Official is a dedicated employee of the University who assists and oversees enrolled F-1 students. The role of a DSO is defined in 8 CFR 214.3 (l)(1)

ARO: An Alternate Responsible Officer is an employee or officer of a sponsor who has been nominated by the sponsor and approved by the Department of State to carry out duties outlined in 22 CFR 62.11.

Certificate of Eligibility: The Form I-20 for F-1 students and the Form DS-2019 for J-1 students

International student: As used herein, the term “student” shall be understood to mean one of the following: a Student enrolled in at least one credit bearing course as an F-1 or J-1 visa holder with an active SEVIS record. As used herein, the term “student” shall be understood to mean international student.

POLICY STATEMENT

The University of South Carolina requires students to present adequate financial evidence to cover all estimated tuition and living expenses at the University of South Carolina. This policy ensures USC’s compliance with the U.S. Code of Federal Regulation: schools must certify that admitted international students have a sufficient source of income to pursue a full course of study and maintain all other student visa requirements. The International Student and Scholar Support (ISSS) office is responsible for verifying the proof of financial ability, the requirement of which is outlined in federal regulation.

PROCEDURES

- A. International Student and Scholar Support (ISSS) prepares annual estimates of the cost of attendance. The estimates specify the cost of tuition, required fees, housing, and living expenses. ISSS estimates are based on Student Aid budgets distributed annually by the Office of Financial Aid, on the tuition & fees information distributed by the Office of the Bursar, and on collaboration with Palmetto campus stakeholders. These estimates, along with financial certification forms, are distributed to all admitted students.
- B. Upon admission to the University, International Student and Scholar Support (ISSS) requires a financial certification form signed and stamped by the student's bank to be submitted. Alternatively, students can submit other proof of adequate funding, which is determined by International Student Services in conjunction with guidance by the code of federal regulation and the U.S. Department of Homeland Security and/or U.S. Department of State. Each student's financial certification form and other supporting documents, along with the other conditions required by federal regulations for immigration document issuance, are reviewed by the DSO/ARO or other appropriate school officials. If the student meets all conditions listed in the code of federal regulations pertaining to F-1 or J-1 students respectively, including the financial conditions, the appropriate U.S. certificate of eligibility (I-20 or DS-2019 form) is issued to the student.
- C. When persistent failure to pay tuition or receive funds is evident in substantial numbers of students receiving funding from the same source, the University reserves the right to decline acceptance of financial certification documents from the respective source of funding.

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES

8 CFR 214.3 (l)(1)

8 CFR 214.3(k)

8 CFR 214.2(f)(1)(i)(B)

22 CFR 62.11

22 CFR 62.23(c)

22 CFR 62.12(b)(1)(ii-iii)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
March 8, 2016	Policy moved to ACAF
April 1, 2021	Policy updated to reflect specific federal regulation requirements, to elaborate on collaboration required for distribution of financial estimates, and to provide further details about appropriate sources of funding for international students
April 14, 2025	Policy reviewed and revalidated.