Dear all,

My name is (Mr) Luyen Phan, your International Student Advisor at Carleton College. Many of you have been in contact with me but others have not. Some of you just joined the Carleton community.

Please read this important email regarding updates and actions that you may have to take.

1. Missing Documents for visa paperwork

If you have not, please return the requested copy of your valid passport photo page and/or Certificate of Finance form (CoF) to the Admissions Office at Carleton. Without these two documents we cannot issue you an I-20 for your F-1 visa or DS-2019 for those who must apply for J-1 visa. Obtain another copy of the CoF here [http://apps.carleton.edu/intl/arriving/](http://apps.carleton.edu/intl/arriving/).

If you submitted a CoF last fall or months ago, you should check to see if it is up to date, by that I mean you and your family should show that you have enough financial support your studies at Carleton for the first and each subsequent year. My colleagues in the Financial Aid Office sent information earlier about the estimated cost for 2011-12, that amount is $59,740. That means if you are not receiving any financial aid from Carleton your CoF should show at least $60,000 per year.

2. When will I get my I-20 or DS-2019 form?

If you have not returned the above documents, we can't send your I-20 or DS-2019 form until you do. The good news is that we will send I-20s and DS-2019s (along with other information) to about 16 of you by the end of the month as promised. They are going out by Federal Express and someone from my office will send you your Fed Ex tracking number shortly. We will do the same when your complete your paperwork.

I hope to send the next batch of I-20s or DS-2019s in two weeks on June 10. IF YOU WANT YOUR I-20 OR DS-2019 to go out then, YOU MUST RETURN YOUR MISSING DOCUMENTS BY JUNE 5. After that we will send the forms approximately every 2 weeks.

If you are currently studying in a high school in the U.S., just a reminder that we can't send your Carleton I-20 until after your school transfers your record to us (usually after you graduate). If you haven't already, please also complete the SEVIS Transfer From, also can be obtained from the link above. Many of you have done this already so thanks, and I'll send your I-20 after your SEVIS record is sent to Carleton.

3. When should I make my visa interview appointment?

If you have not been in contact with me, and not returned any of the required (or updated if needed) documents mentioned above, then my thought is that you have to set your visa interview date June 24 or later. Certainly if you turn in your documents later or they do not meet requirements you will be further delayed.
Those of you who have contacted me, I've given you estimates to when you can expect your I-20 or DS-2019 and make your visa appointment.

4. When should I arrive to campus for the required International Student Orientation?

As stated in other correspondences, all students are expected to arrive on Wed, Aug 31, 2011. More information will be sent later about International Student Orientation but for now expect to arrive at Carleton on Wed, Aug 31. Students who come before that date can't check into their rooms and must make other arrangements. Check the international site for information, which will be updated throughout the summer, http://apps.carleton.edu/intl/arriving/iso/.

5. I have general questions about computers, my roommate, registration and classes, health insurance, and 1 million other questions.

I think you are smart students and part of generation that can find various information from the internet. I encourage you to check Carleton's website as well as some snail or regular mails that will come your way. Please follow-up with whatever is requested.

There is one site that might be of help, New Student Week, https://apps.carleton.edu/newstudents/, where you can also see the special international student link.

Thanks for your attention, and I ask that you read information sent from me and other Carleton offices, and take action as required. Contact me if you have further questions but read the information sent first.

I and the rest of the Office of Intercultural and International Life look forward to meeting you in about 3 months, and getting to know each of you.

Have a great weekend and best to you and your family.

(Mr) Luyen Phan