

PROGRAM VERIFICATION FORM FOR SUMMER & SHORT-TERM PROGRAMS

To be eligible for F-1 or J-1 status at Georgetown University, students in summer or short-term programs should be enrolled full time. Please return this form by fax or email to: Giovanna Ubillus, gu3@georgetown.edu, Fax: 7-5944

Name of Program: _____

Name of Administering Department: _____

Administrator Name: _____ Title: _____

Email: _____ Extension: _____

Program Requirements Website: _____

*If no website, please describe nature of program.

Program Start Date: _____ Program End Date: _____

Is the program credit bearing? Yes* No

*If credit bearing, how many credits are given upon completion of the program? _____

If not credit bearing, how many hours of classroom instruction are provided weekly? _____

If not credit bearing, how many hours of cultural activities are provided weekly? _____

If not credit bearing, is the student entered into Banner? Yes No

Is a certificate awarded upon completion of the program? Yes No

Where does the program take place? On Campus Off Campus: _____

Please indicate where students will live: On Campus Off Campus

Please indicate per credit tuition cost or entire program cost: \$ _____

OIP estimates off-campus food and housing expenses using estimates provided by the Office of Financial Services. If your program has made special arrangements for on-campus, homestay, or other living experiences, please indicate the following:

Monthly food expenses: \$ _____

Monthly housing expenses: \$ _____

Book expenses: \$ _____

Please indicate cost of health insurance (per Laura Hardman) for the program: \$ _____

If not applicable, please explain: _____

Any special fees (lab, language lab, computer, etc.)? No Yes, fees: \$ _____/semester

OIP requires attendance for all F-1/J-1 students at a mandatory immigration session. All programs must arrange an immigration session with OIP within the first two days of the program. If you have already arranged a departmental orientation, please provide the following information: Date & time of orientation: _____

Programs must arrange a date, time, and location for an IS Advisor to provide a mandatory immigration session within the first two days of the program start date.

Proposed date and time for IS Advisor to give session: _____

Is there an application process at GU to determine eligibility for admission to this program? Yes No

Is there an Internship component? Yes No