

Financial document requirements

We recommend submitting a clear and readable PDF file. This means ensuring that the document is free from blurriness or cutoffs at the edges and that any bank stamp is legible and undamaged.

We accept the following types of financial documents:

Bank Statement

A statement is either a statement you have received in the mail or an online statement. It must contain the following:

- The bank logo
- Date of issue
- Your full name (match the passport)
- Bank Address and contact info
- Account number
- Opening balance
- Closing balance
- All transactions during the statement period

- ✓ **Foreign bank statements** must be signed and stamped. If these statements are not signed and stamped, they should be accompanied by online screenshots showing an available balance
- ✓ **US bank statements** can be submitted without a signature and stamp but must include all pages
- ✓ A statement printed directly from the bank's website at the admissions office in front of a representative can be accepted without a bank stamp or signature

Bank Letter

A bank letter is an official letter issued by a bank confirming the current balance in the account. A bank letter must contain the following:

- An Official Bank Letterhead
- Date the Letter was written/issued by the Bank
- Name(s) of the Principal / Account Holder
- Types of accounts (Business/Personal Checking/Savings, etc.)
- Balances of each type of account – Actual dollar amounts i.e. "Current Balance \$105,318.00"
- Unacceptable is "balances approximately in the Low Hundred Thousand" unless accompanied by transaction history

- ✓ **Foreign bank letters** and US bank letters must be signed and stamped. If these letters are not signed and stamped, they should be accompanied by online screenshots showing an available balance.
- ✓ **US bank letters** can be submitted without a signature or stamp if the issuing banker has provided a business card.

Transaction History

A transaction history is a record of all transactions in a given period and is available from Internet banking.

- The bank logo
- The account number
- A list of all transactions in the given period
- Available balance
- Date transaction was printed
- Note that CSV files / exported data are not accepted. Please print out a full transaction history

Foreign bank transactions and US bank transactions: If the student is using this solely as proof of funds, it must be signed and stamped by the bank. If no stamp and signature, it should come along with a screenshot from a bank account showing an available balance.

Investment Accounts

The account must be an official statement and it must confirm the current balance in the account as well as explicitly state that the funds are immediately available. An investment account statement or letter must contain the following:

- An Official Letterhead
- Date the Letter was written
- Name(s) of the Principal / Account Holder
- Balance i.e. "Current Balance \$105,318.00"
- Explicitly state that the funds are immediately available
- Signature of account manager and stamp/seal

If the document does not include information regarding immediate funding, the student must provide a separate statement indicating that the funding is readily available.

Please note:

A business account

If you submit a business account, it should link to the owner and or sponsor's information that matches the information in the sponsor form.

If business and more than one owner, should have a statement (email, letter) from others allowing an owner to use business money to sponsor the student.

All other types of statements or letters will be reviewed by DSO for approval.

All foreign accounts that do not show in US dollars must state the currency name. A currency exchange of USD is required.

We do not accept the following accounts:

- Accounts in gold and cryptocurrency
- Credit card statement
- POD document (paid on death beneficiary)
- Pension account. Only if money can be withdrawn
- CD Account with a maturity date in the future