**Department Verification of F-1 Graduate Student Award**

**In order for international students to receive new I-20s, they must show proof of financial support for one academic year. If a graduate student is receiving funding from their academic department, please fill out the information below and print on department letterhead.**

* **This form is for students who have been awarded a department award such as a Graduate Assistantship, Research Assistantship, Teaching Assistantship, etc.**
* **The printed and signed letter should be sent to the international student directly so they may use it for proof of financial support in their e-form Request for a New I-20.**
* **The department contact and signatory may be any faculty or staff member within the academic department that ISSS can contact with any questions concerning the award during I-20 processing.**
* **If the student needs to apply for a Social Security Number, this letter can be used as an employment verification letter but must be signed with an original ink signature.**
* **All questions related to the issuance of the I-20 should be sent to** [**I20@unt.edu**](mailto:I20@unt.edu)**.**

**Verification of Department Award**

**To whom it may concern:**

**This is evidence that an award has been issued for:**

**Name of F-1 Student**

**The F-1 student’s position/award will be:**

**UNT EIN: 75-6002149 Start Date of Employment:**

**List each semester the student will be awarded: (Fall XXXX, Spring XXXX, etc.)**

**Monthly Salary:**

**Does this award cover health insurance premiums**? **Yes** **No**

**Does the position offer in-state tuition?** **Yes** **No**

**Is the student being offered tuition benefits?** **Yes** **No**

**If yes, how many credit hours of**

**tuition support is the student**

**offered per semester?**

**Department contact information:**

**Name**

**E-Mail**

**Signature:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signatory’s Title:**

**Date:**