

Faculty and Scholar Funding Documents Checklist

Use this checklist to determine which funding documents are acceptable as evidence of your ability to cover your expenses.

- Foreign currencies do not need to be converted into US dollars.
- All documents not originally in English should be translated
- The ISSO may request additional documents to verify the availability of your funds.

Monthly funding requirements:: J-1 Scholar \$2,800 / J-2 spouse \$1,000 / J-2 child \$500

Funding Source	Financial Documents to Upload
Source A. My Personal Funds Readily available money in your bank account.	Your bank letter or bank statement no more than 3 months old that includes: <ul style="list-style-type: none"> • Your name • The current balance • The date
Source B. My Parents, Family, and/or Friend's Funds Readily available money in your parent(s), family member, and/or friend(s) bank account(s).	Your sponsor's letter must specify their relationship to you, the amount of money they will provide, and must be <i>signed</i> . Your sponsor's bank letter or bank statement, no more than 3 months old, must include: <ul style="list-style-type: none"> • The account holder's name • The current balance(s) that is sufficient to meet the funding amount listed on this form • The date
Source C. My Approved Awards, Grants, or Scholarships Common sources include: <ul style="list-style-type: none"> • Columbia University* • Any Other University • An International Organization • A Government Agency • A Foundation 	The official approval letter that includes: <ul style="list-style-type: none"> • The name of your sponsor • The conditions of your approved award • The amount available for your time at Columbia • The period of time for which your funding is guaranteed or a statement that your funding is renewable annually for a specified number of years • When a range is specified, the lowest amount will be used (e.g. China Scholarship Council) <p>* Additional documents may be requested</p>
Source D. My Employer's Sponsorship Financial support from your current employer to support your time at Columbia	The official sponsorship letter on your employer's letterhead that includes: <ul style="list-style-type: none"> • The name and address of your employer • An explanation of why your employer is sponsoring you • The amount available for your time at Columbia • The time for which your sponsorship is guaranteed • Whether your salary will be continued during your visit and if so, the amount • Your employer's signature

Documents That Are Not Acceptable

There may be some unacceptable documents not listed. However, this chart lists the most common.

Specific Assets	We do not accept any of the following: <ul style="list-style-type: none"> • Investment portfolios (a collection of investments) • Retirement accounts (401(k), pension, superannuation accounts, etc.) • Rental income (income made through a rental property) • Real estate property (deeds, etc.) • Certifications of assets by Chartered Accountants • Cryptocurrency (Bitcoin, etc.)
Salary Statements	We do not accept letters stating any amount you or your sponsor(s) will be earning in the future.
Credit Card Accounts	We do not accept any balance taken from a credit card account.
Yearly Tax Returns	We do not accept tax returns of any kind.