

Faculty and Scholar Funding Documents Checklist

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

- Foreign currencies do not need to be converted into US dollars.
- Official English translation(s) for document(s) in other language
- The ISSO may request additional documents to verify the availability of your funds.

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 • Current balance • 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, issued within the past 3 months. 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)
Source D. Home Country Employer Financial support from your current employer to support your time at Columbia	The official sponsorship letter printed on your employer's letterhead that includes: <ul style="list-style-type: none"> • The name and address of your employer • Reason for employer sponsorship • The amount available for your time at Columbia • Duration of guaranteed financial support, including start and end dates • Whether your salary will be continued during your visit and if so, the amount • Your employer's signature

Documents That Are Not Acceptable

The chart below lists the most common documents we will not accept; however, there may be others not specified here.

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.)
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.