



Instructions to International Students accepted into the Dance Theatre of Harlem School (DTHS) Professional Training Program

1. DTHS is authorized under Federal law to enroll only **non-immigrant** students into the Professional Training Program and will assist them with obtaining an F-1 Visa; no other type of previously held Visa is acceptable at DTHS. The Professional Training Program is a Certificate granting program, to be completed within a minimum of 3 years (133 credits), for aspiring professional dancers. The **International Student Application for Admission** must be completed.

2. The I-20 will be issued after all the required documentation listed below has been submitted to the International Student Advisor at the Dance Theatre of Harlem School (DTHS):

- **The prospective student must submit a valid Passport and I-94** to the school so that copies may be made for the DTHS files.
- **Submit a copy of your High School Diploma or Transcript** proving completion of High School. Proof of completion of a High School equivalency course is also valid. (*Proof of current enrollment in an equivalency course may be accepted at the discretion of the DTH School Administrator.*)
- **Submit an Official Bank Statement or Bank Letter** – a bank statement must indicate an amount greater than or equal to the tuition and/or living expenses for the expected length of study per year*. The amount must be indicated in U.S. Dollars or, if in foreign currency, the bank must also provide written verification of the conversion rate for the date the statement was issued. A bank letter must be on official bank letterhead and clearly state the dollar value of the account. The statement must be in the name of the applicant (you), a parent, or a sponsor**.
 - **Submit Official Proof of Income** or employment of the parent or sponsor. If you are being funded by your family you must also provide DTHS one of the following: A letter from an employer, a paycheck stub, or an annual income tax return proving that they are gainfully employed and will be able to provide for your tuition and living expenses for the second and third years of your study.
 - **Submit one photograph** – a head shot, body shot or both of the prospective student.
 - **Health Insurance Documentation** – A letter from the applicant's health insurance company or a copy of the insurance policy must be sent to the International Student Advisor. It must indicate coverage for the expected period of enrollment and specify coverage outside the student's home country. Students who do not provide this information prior to arrival at DTHS, will be required to purchase insurance before paying tuition. A number of insurance policies that DTHS recommends are available from the Registrar, however, insurance must be purchased directly through the health insurance company.

* Refer to the Expenses Chart on page 2.

**If the bank statement or letter is in a sponsor's name it must be accompanied by a notarized, sworn Affidavit of Support. An affidavit of support specifies the types and amount of support being pledged and the length of time that support would continue. (For example: I am guaranteeing to provide the student, \$1,200.00 per month living expenses per year for a period of three years").

- **Medical Form** – A medical statement that the student is in good health, signed by a doctor must be submitted before the student is allowed to take classes and re-submitted annually. The DTHS’ “Doctors Medical Form” may be used for this purpose.
- **Applying for an F-1 Student Visa:** Dance Theatre of Harlem School (DTHS) will issue an I-20 to the international student, when all of the previously listed criteria have been met. Upon receipt of the original I-20, the student should immediately contact the U.S. Consulate in your city and make an appointment for a Visa interview. Before the interview to obtain the Visa, you must fill out a Student Exchange Visitor Program (SEVP) Form and pay the \$200.00 Fee to the U.S. Department of Homeland Security (DHS). To pay the fee online visit their website at: www.FMJFEE.com.
Paperwork needed for the U.S. Consulate F-1 Student Visa interview: 1. your receipt of payment of the SEVP Fee, 2. you must take the original I-20 issued by DTHS, 3. your Letter of Acceptance from DTHS, and 4. financial documentation. The entire process can take up to three (3) months from the time you submit your documents to DTHS, so it is advisable to contact the consulate nearest you and inquire about their procedures for interviewing prospective F-1 students. We strongly recommend the following suggested timelines when submitting your documents to DTHS: Submit paperwork to DTHS no later than June 1 for the Winter Session – OR – not later than April 1 for the Summer Session. You may apply for your Visa up to 90 days (3 months) in advance of your program start date, but the Consulate will usually not issue a Visa until 30 days prior to the program start date.
- **Expenses & Cost of Attendance Chart:** Please use the Expense details and Chart below as a guide when documenting your financial capabilities for one DTHS Academic year, which includes both Winter Session (9 mos.) and Summer Intensive Session (6 weeks); a 10 1/2 month commitment. Personal Cost of living, airfare, local transportation, clothing and misc. are approximate; tuition may increase and is subject to change, the details below are calculated for a typical Academic year.

Expense details: (based on 11 months):

Housing @ \$800.00/month	\$ 8,800.00
Utilities @ \$115.00/month	\$ 1,270.00
Cellphone @ \$45.00/month	\$ 495.00
Food @ \$400.00/month	\$ 4,400.00
Metro Card @ \$81.00/month	\$ 891.00
Clothing & incidentals	\$ 1,500.00
Airfare	\$ 1,500.00
Misc.	\$ 1,144.00
TOTAL	\$20,000.00

Program & Timeframe	Tuition & Registration Fee	Cost of Living	Total Recommended
Professional Training Program - Winter & Summer Sessions	\$7,140.00	\$20,000.00 (Estimated 11 months)	\$27,140.00
Professional Training Program - Winter Session only	\$6,300.00	\$16,364.00 (Estimated 9 months)	\$22,664.00

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