



M-1 Visa Information

Any person who lives outside the United States and comes to the United States temporarily for the purpose of attending an academic institution for vocational training must obtain an M-1 Student Visa. CTI is authorized, under Federal Law, to enroll students with M-1 Student Visas.

M-1 Student Visa application process from your country

We recommend that you contact CTI to begin this process at least three months before you plan to attend classes. This will allow enough time for CTI to issue the I-20 Form and for you to submit the I-20 and supporting documentation to the U.S. Consulate in your country for approval.

- 1) Request an I-20 Form from CTI. With your request, you must send the following:
 - a) Completed CTI student application form
 - b) High school/secondary school diploma/transcripts
 - c) Initial payment for the \$50 registration fee
 - d) \$75 Express mail fee (optional)
 - e) 30% of the tuition for the program you intend to attend, and
 - f) Financial documentation from your sponsor. Your sponsor must show proof of financial support by supplying the following documents in English:
 - i) **Letter certifying that your sponsor will support you financially.** If your sponsor is currently residing in the United States, he or she will need to fill out an official USCIS Affidavit of Support ([I-134 Form](#)). Otherwise, a letter from your sponsor will suffice.
 - ii) **Letter from the sponsor's bank** with the date the account was opened, the present balance, and the total amount deposited in the past year (sample bank letter enclosed).
 - iii) **Letter from the sponsor's employer** stating the nature of employment, your sponsor's hire date, the salary paid, and whether the position is temporary or permanent. If your sponsor is self-employed, he or she must provide a copy of his or her most recent income tax return (sample sponsor's employer letter enclosed).

2) Once you receive the I-20 form, you will need to pay the \$200 I-901 SEVIS fee at [I-901 Fee - SEVIS Website](#). . **Print the payment confirmation** once you have submitted your payment. The consulate will ask you for this confirmation at your appointment. You can pay for the SEVIS payment online with a credit card or by Western Union at [I-901 Fee - SEVIS Website](#)

3) Apply for an M-1 Visa. While applying, the M-1 visa documents required are:

- A valid passport and any previous passports you have held which are still in your possession
- Fully completed and signed application [Form DS-156](#) and [Form DS-158](#).
- Recent passport-size photographs of you taken on a plain white background. Face must be thumb size, full face, without glasses or head covering
- A police certificate issued within the last year if you are 14 years or older
- Original Form I-20 issued by the school you will attend
- Electronic verification received at the Embassy from your school that you have been accepted for enrollment
- Evidence of sufficient funds

Note: All male students between 16-45 years must also complete [Form DS-157](#) - *Supplemental Nonimmigrant Visa Application*

4) Take the documents mentioned in #3 above, your I-901 payment confirmation (see #2 above), and financial support documentation to the U.S. Consulate in your country to apply for an M-1 Student Visa. Other documents may be requested by the U.S. Consulate to support your visa application. We recommend that you contact the U.S. Consulate prior to your visa interview to find out if you will be required to supply any additional information.

5) Once your visa is approved, contact CTI to let us know about your travel plans.

If your visa application is rejected by the U.S. Consulate, **CTI will refund your tuition deposit and registration fee.** In order to process your refund, **you must return your original I-20 Form to CTI with your refund request.**

CTI will refund your tuition and registration payment in total, minus any express mail fees and bank fees incurred if you request your refund by wire transfer. However, if you request a refund because you decided not to come to the U.S. or you do not provide proof of rejection by the U.S. consular office in your country, CTI will refund your tuition in full but will not reimburse the \$50.00 registration fee to you.

The deadline for a refund request is one year from the start date listed on your I-20 Form.

Change of Status Information

If you have come to the United States with a different visa and you would like to become a full-time student, CTI can assist you with your Change of Status application. Please contact an Admissions Representative to schedule an appointment so we can assist your individual case.

M-1 Student Visa Restrictions

Students with M-1 Student Visas must adhere to the following restrictions:

1. Students must pay in advance for the registration fee and at least 30% of the tuition for the program they would like to attend
2. Students must attend classes every day. Absences are allowed only for student illness or other student medical conditions.
3. Students must keep their passports valid and their I-20's unexpired at all times.
4. Students may only take authorized vacations.
5. When transferring out of CTI, students must prove that they have been accepted at another vocational school and that they will start taking classes not later than 60 days from their last day at CTI or the next available start date at the new school, whichever comes sooner.
6. Students may work on campus at CTI for no more than 20 hours per week if work is available. Students may work legally off-campus on an assignment that is related to their field of study with USCIS authorization only.
7. Students must report any change in address to CTI and the United States Citizenship and Immigration Services.