

Documents needed for DS-2019 request forms

You are required to provide the following documentation that will be submitted as a part of your DS-2019 request packet, this includes the paid EVS fees.

- Scanned copy of the biodata page of your passport for you and any dependents you will be bringing, passport must be a valid and current
- Documentation for Verification of Funding (In English and in \$US dollars)
Submit one or a combination of the following:
 - UF Funding Organization/Government/Agency funding- official statement including exchange visitor's name, program dates, and the amount of funding provided.
 - Personal (Self) funding: Current bank statement Private Source funding in \$US dollars
 - Certificate of Financial Responsibility and current bank statement in \$US dollars
 - Minimum funding required:
\$1500 per month for Exchange Visitor
\$1000 per month for spouse
\$ 500 per month for each child
- EVS processing fee of \$100, **Submit the paid invoice** for the processing fees of \$100 for yourself and each dependent you will be bringing with you along with other documents. The website to pay the fee is <http://reg.conferences.dce.ufl.edu/Basic/1400036947>
- Curriculum Vitae or Resume (printed in English) with Academic background
- Copy of Diploma certified by college, with signed English Translations attached. We will not accept a letter stating that you are in a Ph.D. program.
- Invitation letter with your signature accepting the position.
- Proof of English Language Proficiency: **Submit one of the following**
 - Transcript evidence that the exchange visitor attended a university for at least one year in a country where English is an official language. Click [here](#) for the list of countries.
 - Official test of English language proficiency with scores as follows:
IELTS: 5.5 overall
TOEFL iBT: 69
PTE: 44
CEFR: B1
 - Letter from UF faculty sponsor on departmental letterhead documenting an interview was conducted either in-person, by videoconferencing, or by telephone. Must state the prospective exchange visitor possesses sufficient proficiency in the English language to successfully participate in his or her program and to function on a day-to-day basis. Must be signed by the UF faculty sponsor