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IITM EDUCATION CONSULTANCY & PLACEMENT FIRM

USA APPLICANT'S CHECKLIST

	For Enrollment	For Visa Application	(✓)
1. Passport	YES	YES	
2. Passport Size Photo (2 Digital image + Hard copy)	YES	YES	
3. Birth Certificate	NO	YES	
4. Citizenship Identity Card Copy	YES	YES	
5. Household Information (Family Tree)	YES	YES	
6. Marriage Certificate (photo, Chat History, etc. as Proof if Applicable)	YES	YES	
7. CV/Resume	YES	YES	
8. Security Clearance Certificate	NO	YES	
9. Citizenship Identity Card of Parents	NO	YES	
10. Statement of Purpose (SoP)	YES	YES	
11. English Language Proficiency Certificate (BCSEA)	YES	YES	
12. English Proficiency Test Score	YES	YES	
13. Academic Transcript (Marksheet and pass certificate of minimum of 4 years of successful completion of secondary and high-school studies)	YES	YES	
14. College/University Transcripts (Including Failed Marksheet)	YES	YES	
15. Other Certificates	YES	YES	
16. Work Experience Letters (Authentic Concern letter, Appointment/Office Order, Pay Slip, Study Leave Letter, PIT, Tax Clearance Certificate)	YES	YES	
17. In case of Education Loan: <ul style="list-style-type: none"> • Loan Sanction Letter • Bank Statement • Concern Letter 	YES	YES	
18. Guarantor or Sponsor Details: <ul style="list-style-type: none"> • Tax Returns • Bank Statements • Pay/Salary Slips • Letters of Employment/Concern Letter • Affidavit of Support • Relationship Certificate 	YES	YES	
19. SEVIS Fee payment Receipt	NO	YES	



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IITM EDUCATION CONSULTANCY & PLACEMENT FIRM

20. Form I-20	NO	YES	
21. Children Birth Certificate	NO	YES	
22. Visa Fee Payment Receipt	NO	YES	

DEPENDENT'S CHECKLIST

	For Enrollment	For visa application	(✓)
1. Passport	YES	YES	
2. Passport Size Photo (2 Digital image + Hard copy)	YES	YES	
3. Citizenship Identity Card	YES	YES	
4. Birth Certificate	NO	YES	
5. Household Information (Family Tree)	YES	YES	
6. Security Clearance certificate	NO	YES	
7. Highest Academic qualification	YES	YES	
8. Statement of Purpose (SoP)	YES	YES	
9. English Language Proficiency Certificate (BCSEA)	YES	YES	
10. Work Experience letters (Authentic Concern letter, Appointment/Office order, pay slip, study leave letter, PIT, Tax Clearance Certificate) – <i>if applicable</i>	YES	YES	
11. Form I-20	NO	YES	
12. Visa Fee Payment Receipt	NO	YES	

Passport Size Photo (Digital Image):

Dimensions	The image dimensions must be in a square aspect ratio (the height must be equal to the width). Minimum acceptable dimensions are 600 x 600 pixels. Maximum acceptable dimensions are 1200 x 1200 pixels.
Color	The image must be in color (24 bits per pixel) in sRGB color space which is the common output for most digital cameras.
File Format	The image must be in JPEG file format
File Size	The image must be less than or equal to 240 kB (kilobytes).
Compression	The image may need to be compressed in order for it to be under the maximum file size. The compression ratio should be less than or equal to 20:1.

