

Apply to Transfer F-1 Checklist & Procedures



These guidelines apply to all foreign nationals who wish to transfer their I-20 to BEI.

Applying for Admission to BEI and Obtaining a Form I-20

Personal Information (+ dependents if applicable):

- ☐ Passport Photo Page copy
- ☐ Current Visa Page copy (including entry stamp)
- ☐ I-94 Arrival/Departure Record (<https://i94.cbp.dhs.gov>) copy
- ☐ -797 receipt (only if received F-1 Status from Change of Status)
- ☐ I-20 Form (previously issued)

Financial Support:

Funding is determined by tuition, cost of living, miscellaneous costs, and dependents (if applicable).

Who is sponsoring your studies?

Your Own Funds:

- ☐ Bank Statements not older than 6 months with transaction history

Funds from a Sponsor (Parent, Relative, Friend):

- ☐ Bank Statements not older than 6 months with transaction history
- ☐ Support Letter signed by sponsor.

Government or Private Scholarship:

- ☐ Scholarship Letter (must include your name, duration of funding, and nature of funding)

BEI's Application:

- ☐ International Student Enrollment Agreement
- ☐ Dependent Addendum (if applicable)
- ☐ Foreign Student Advisor Report from Current School
- ☐ \$150 Registration Fee

Allow 3-5 business days to process your I-20 packet.

Available Sessions

Each cycle is 7 weeks long. To maximize language immersion, students must enroll in a minimum of two cycles.

Intensive English Program – Morning

Monday-Thursday / 8:30 AM – 1:30 PM

Cost per cycle: \$1,820.00

2026	
Cycle 1	January 12 - February 26
Cycle 2	March 02 - April 16
Cycle 3	April 20 - June 04
Cycle 4	June 08 - July 23
Cycle 5	July 27 - September 10
Cycle 6	September 14 - October 29
Cycle 7	November 02 - December 17