

Proof of Funding for Students Receiving Funding from Personal or Family/Individual Sources

If you or a family member will be covering the costs of attending Summer Session, you will need to submit a bank statement or letter from your financial institution verifying that sufficient funds are on deposit to cover the full cost of attending the program.

- When providing written documentation, you will need to have your bank or financial institution prepare a letter on your behalf, in English. If documents are not in English, an official translated version must be included.
- The letter must be on official letterhead and must include the account holder's name and the amount of funds available – by listing the account balance, the full cost of the program according to the Declaration of Finance, or by stating that the account has a balance in excess of the cost of the program, as listed on the Declaration of Finance.
- Amounts should be stated in U.S. dollars, if possible.
- The letter must be uploaded by the student in the Proof of Funding section of the Visa Requirements Form on their **Application Status** page. You cannot email or fax this document.
- The sample shown below provides an example on how the letter should be written. Please note that the actual letter must be on official letterhead.

Stanford University
Summer Session
415 Broadway, Floor 2
Redwood City, CA 94063

To Whom It May Concern:

This letter confirms that our client, **[Sponsor's First and Last Name]**, has sufficient funds on deposit to cover the full costs of Stanford's 2024 Summer Session, as listed on the Declaration of Finance. **[Sponsor's First and Last Name]** maintains a balance in excess of **\$xx,xxx**. These funds will be used on behalf of their son/daughter, whose name is listed below:

Student: **[Student's Full Name]**

Sincerely,

[Name of Bank Official]

XYZ Bank
Street Address
City, State or Province
Country, Postal Code

- Ideally the letter from the financial institution will list you by name. **If the funds are not held in your name and the bank does not specifically identify you within the letter**, we will need a secondary statement, from the account holder, verifying that their funds will be used to cover the full costs of your attendance in the program. This statement may be uploaded by the student in the Proof of Funding section of the Visa Requirements Form along with the original bank document, on their **Application Status** page. You cannot email or fax this document. An example is provided below for your convenience.

Stanford University
Summer Session
415 Broadway, Floor 2
Redwood City, CA 94063

To Whom It May Concern:

I certify I will pay the total cost for my son/daughter, **[Student's Full Name]**, to attend the 2024 Stanford Summer Session. I understand that the total cost of the program is **\$xx,xxxx**, and that these costs include tuition, room, board, and health insurance.

Sincerely,

[Parent/Guardian's First and Last Name]

Street Address
City, State or Province
Country, Postal Code

Proof of Funding for Students Receiving Funding from a Sponsoring Company, University, or Other Group

If a university, organization, firm, or government is providing financial assistance, they will need to prepare a letter on official letterhead outlining the type, duration, and amount of their support.

- When providing written documentation, you will need to have your sponsoring institution prepare a letter on your behalf, in English. If documents are not in English, an official translated version must be included.
- Amounts should be stated in U.S. dollars, if possible.
- The letter must be uploaded by the student in the Proof of Funding section of the Visa Requirements form on their **Application Status** page. You cannot email or fax this document.
- The sample shown below provides detail on how the letter should be written. Please note that the actual letter must be on official letterhead.

Stanford University
Summer Session
415 Broadway, Floor 2
Redwood City, CA 94063

To Whom It May Concern:

We certify, for the student listed below, **[Sponsoring Organization]** will pay the total cost of the 2024 Stanford Summer Session, in the amount of **\$xx,xxx**, U.S. dollars. These costs include tuition, room, board, and health insurance.

Student: **[Student's Full Name]**

Sincerely,

Mary Smith
President

ABC Corporation
Street Address
City, State or Province
Country, Postal Code