



CIAM Application Checklist

Step 1: Create an Application Account

Create an account and complete your contact information in the CIAM Admissions Portal:
<https://applynow.ciam.edu>

Step 2: Upload Required Documents (via Admissions Portal)

Please upload the following documents to your application:

- **Resume**
- **Government-Issued Photo ID**
 - Domestic students: Driver's License or Passport
 - International students: Passport
- **Unofficial Transcript**
- **English Proficiency Verification (if applicable)**
- **Financial Support / Bank Statement (F-1 visa applicants only)**

Financial Support Requirements (F-1 Students):

- Minimum balance: **\$32,086 USD**
- Additional support required for dependents:
 - Spouse: **\$4,000**
 - Each child: **\$3,000**
- Currency: USD preferred (foreign currency accepted)
- Statement date: within **last 3 months**
- Account types accepted: **checking or savings only**
- Statements must show **account holder name and ending balance**
- Multiple accounts may be submitted

Acceptable Bank Verification:

- **U.S. accounts:** screenshots or online statements accepted
- **Foreign accounts:** certified bank statement on official letterhead with signature and bank seal/stamp



Step 3: Submit Official Transcripts

Official transcripts must be sent directly to:
admissions@ciam.edu

U.S. Degrees

- Request official transcripts from your institution.

International Degrees

- Submit a **NACES-approved foreign transcript evaluation**
<https://www.naces.org/members>

If applicable, also provide **official English language proficiency verification**, such as:

- U.S. degree completed in English
 - English-speaking country education
 - U.S. English language program
 - English proficiency exam (TOEFL, IELTS, etc.)
 - Official English-medium instruction verification
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Step 4: Submit Immigration Documents (If Applicable)

Upload the following documents into the admissions portal:

- **Passport Visa** Page
 - **I-94 Record**
<https://i94.cbp.dhs.gov/I94/#/home>
 - Current **I-20**
 - **EAD Card** (front side only, if applicable)
 - **Affidavit of Financial Support & I-20 Application**
(This form will be emailed to you and must be completed by all F-1 applicants, including self-sponsored students.)
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Application Review Process



Application Review

- Applications are reviewed once all required documents are received.
- Review timeline:
 - ~**3-5 business days** for upcoming term applicants
 - ~**5-7 business days or longer** for future term applicants

Admissions Decision

- If accepted, you will receive:
 - Acceptance Letter
 - Enrollment Agreement

The **Student Success Team** (dso@ciam.edu) will then assist with:

- I-20 processing
- CPT / internship guidance (if applicable)

Applicants who are not admitted will receive a formal **denial notification**.

Questions?

For assistance, please contact:
admissions@ciam.edu