Sponsored Student Services

Services and Fee Schedule for Sponsored Students

The sponsored students program is committed to providing specialized support services to both sponsoring organizations and their students in order to help students and sponsors accomplish specific educational objectives while at Indiana University. For purposes of the Office of International Services, international sponsored students are defined as those who are degree-seeking and are funded by a U.S. or foreign government, company, organization, or education institution.

Services provided:

- Assist with the admission application process to help ensure accurate transmission of materials and priority processing; serve as a liaison with graduate school academic offices; answer potential sponsored student’s questions throughout the admission process.

- Provide assistance with sponsor’s financial terms; help students understand requirements regarding their school Bursar’s account; serve as a liaison with the Bursar’s Office on behalf of the student and/or sponsor.

- Provide a free official transcript at the end of each fall and spring semester sent directly to the sponsor. This service requires a student’s one-time written request and permission¹.

- Assist students in understanding sponsor regulations, contracts; help with sponsor specific procedures for health insurance waivers, program extensions, etc.

- Provide students with direct access to personalized international advising services via email, phone, and office appointments with the associate director.

- Serve as a liaison with academic departments in order to assist with sponsor requirements, program information, change in academic levels, etc.

- Provide assistance and counseling with personal matters such as housing, health problems, academics, family and dependent concerns, general advising, and other sensitive matters.

- Provide international advising pertaining to F-1 and J-1 visas, US government requirements; answer questions related to travel issues.
☐ Provide additional specialized orientation sessions at the beginning of each term and information specific to sponsored students.

☐ Communicate to students about campus events, community-building opportunities; provide campus programming specifically tailored for sponsored students.

☐ Coordinate site visits for sponsors coming to Indiana University, including arranging appointments with academic departments, admission office personnel and other university officials as requested.

**Fee Schedule**

International sponsored students will be billed administrative fees of $350 per semester (fall and spring) which will be added to the student’s Bursar account. This is applied to all enrolled degree-seeking sponsored students.

For more information about sponsored student services, please contact:

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Phone: +1-812-855-2135  
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http://ois.indiana.edu/SSS

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**Third Party Billing Services**

Third party billing services are provided by the Office of the Bursar. All Terms of Agreements are to be filed directly with the Bursar’s Office before the beginning of the first academic term and should be provided again in the event of any program extensions. For details on the third party billing policy, please contact the Bursar’s Office directly:

**Website:** http://bursar.indiana.edu/payment_options.php  
**Email for Sponsors:** bsponsor@indiana.edu (not for student use)  
**Email for Students:** bursar@indiana.edu

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1 Indiana University is committed to the protection and confidentiality of student educational records, adhering closely to the guidelines established by the Family Educational Rights and Privacy Act (FERPA). As such, a student’s consent must be obtained first before the release of educational records is permitted to home government or sponsoring organization personnel. Please see the IU [Office of the Registrar website](http://ois.indiana.edu) for more information.