

# COLUMBIA UNIVERSITY

IN THE CITY OF NEW YORK

INTERNATIONAL STUDENTS AND SCHOLARS OFFICE

## Authorization for Trainee Administration Fee

The Trainee Administration Fee of \$100 is charged to international students whose eligibility to remain in the United States is based on Columbia's supervision of their Academic or Practical Training.

The fee is paid at the ISSO at the time of application for Practical or Academic Training and is non-refundable. Payment is made to Columbia University by Visa, MasterCard or Diner's Club or with a bank teller's check, certified check, or bank money order. Cash, uncertified personal checks and postal money orders cannot be accepted. If paying by credit card, this form must be included with the application documents submitted to the ISSO.

This is to authorize the International Students and Scholars Office (ISSO) to charge my credit card in the amount of \$100.00 (U.S.) in payment of the Trainee Administration Fee.

Credit Card:            Visa                                    MasterCard                                    Diner's Club

Columbia University accepts credit card payments with Visa or MasterCard only.

---

Name as it appears on card

---

Card number

---

Expiration date (mm/yyyy)

---

Signature

---

Today's Date

Please fax to the ISSO at 212-854-3966