

# Certified Bank Letter

## Explanation and Example

### Instructions

For international students, a certified bank letter is required. The letter should state the amount of funds available in U.S. dollars for both tuition and living expenses. The following criteria must be met in order for the letter to be accepted:

- 1) It must confirm that the person is a customer of the financial institution.
- 2) It must state at least the full amount required for tuition and living expenses at FlightSafety Academy (in U.S. dollars) is available for use for flight training. The amount must be equal to or greater than the total listed on the pro forma for the student's chosen course.
- 4) It must be signed by a bank officer at the financial institution at which the funds are held.

Note: A bank statement will not be accepted

### Example Letter

The following is an example of a typical certified bank letter:

To whom it may concern:

This letter is to confirm [customer's full name] is a customer of [financial institution name]. His son, [full name], is planning on studying at FlightSafety Academy in Vero Beach, Florida in a two-year J-1 program. The estimated cost of this program is \$88,574.80, including both training and living expenses for the two years. [Customer's full name] has \$90,000.00 available for flight school expenses.

Sincerely,

[Signature and name of bank manager]

### Payment Information

Payment for each course is due upon commencement. However, a monthly payment plan may be arranged. If applicable, a payment schedule will appear on page 1 of the Enrollment Agreement. In addition to the direct training cost, the amount due will include costs of FAA examinations and program supplies, plus \$1000.00 as a reserve-on-account.

Payments are accepted with cash, traveler's check, major credit cards (Visa, MasterCard, and American Express), or bank check made payable to FlightSafety International, Inc. Personal checks must clear the bank prior to being accepted as payment. After deposit, a personal check will normally take up to 10 working days to clear. To avoid delays in your training, payments should be made with either certified, cashier, or an official bank check. If paying by credit card, a legible copy of the card must accompany the request.

FlightSafety will also accept a wire transfer to Wachovia Bank, Jacksonville, Florida (ABA 063000021), for further credit to Wachovia Bank at Vero Beach, FlightSafety International, Inc. (account number 2158811896146). The wire transfer should identify the student by name and include a note for the bank to notify FlightSafety upon receipt of the funds.



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