

## SAMPLE FINANCIAL VERIFICATION LETTER

# ON ORIGINAL BANK LETTERHEAD

(Faxes and photocopies are not acceptable.)

(Addressed to:)

**Barry University**  
**Department of Recruitment and Admissions**  
**Kelley House**  
**11300 NE 2<sup>nd</sup> Avenue**  
**Miami, FL 33161-6695**

Dear Sir/Madam:

**(Mr. John Smith)** has \$XXXXX.00 (exact amount will be provided in your acceptance letter) available in his account to pay for the cost associated with **(his daughter, Jane Smith's)** attendance at Barry University.

Sincerely,

**Branch Manager**

### COMMENTS ON THE LETTER:

The letter must express:

- The date when it was written.
- The name of the person/account holder that is supporting the expense for attending Barry University. Financial support **must** be in the form of liquid assets. An investment portfolio is not sufficient.
- The name of the student.
- The total amount which must be verified will be provided to you by the Office of Admissions. This amount will be reduced for applicants who are awarded scholarships. The letter may express the amount in the local currency, but must specify the currency.