

Change of Status/Reinstatement Form

Student Information	
Last (Family) Name:	First (Given) Name:
CCC ID#:	Major:
Email Address:	Phone Number:
SEVIS ID#:	I-20 Termination/Completion Date:
Current Physical Address:	
<p>Have you requested Change of Status or Reinstatement in the past? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes, did you received the approval letter from USCIS? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
Checklist of Required Documentation	
<p><input type="checkbox"/> Form G-1145 (https://www.uscis.gov/g-1145) Must be typed, not hand written.</p> <p><input type="checkbox"/> Completed Form I-539 (https://www.uscis.gov/i-539) Must be typed, not hand written. Signature must be in black or blue ink.</p> <p><input type="checkbox"/> Photocopy of Form I-20 with Reinstatement Recommendation (issued by International Student Services) Student must sign and date page 1 of the Form I-20.</p> <p><input type="checkbox"/> \$370 Application Fee Payment. Choose one of two options: - Form G-1450 for U.S. credit card payment (https://www.uscis.gov/g-1450) OR - A Check from a U.S. bank payable to: U.S. Department of Homeland Security</p> <p><input type="checkbox"/> SEVIS I-901 Fee Payment Receipt Students who have been out of status for less than 5 months must submit a photocopy of the SEVIS Fee receipt from www.FMJfee.com. Students who have been out of status for more than 5 months must pay the SEVIS Fee on www.FMJfee.com and print the receipt.</p> <p><input type="checkbox"/> Financial Documents Student must submit documentation that demonstrates the ability to pay for studies, living, and other expenses while studying in the U.S.</p> <p><input type="checkbox"/> Letter of explanation from the student A letter explaining why you want to file Change of Status application.</p> <p><input type="checkbox"/> Designated School Official (DSO) letter of support for Reinstatement/Change of Status application, if applicable.</p>	

Checklist of Required Documentation (Continue)

- Photocopies of all previously issued Form I-20s
- Official transcripts from all schools attended in the U.S.
- Photocopy of passport page with the expiration date and photo
- Photocopy of F-1 visa stamp
- I-94 (<https://i94.cbp.dhs.gov/i94/#/home>)
- Photocopy of all change of status records prior to current F-1 status, and any extension of stay notices
- Additional supporting documents
May be needed depending on each individual's case, such as a letter from previous school(s) or, if relevant, prior reinstatement approvals.
For F-2 dependent(s), the F-1 student must complete Form I-539A (<https://www.uscis.gov/i-539>) for each person that the student wants to include in the Reinstatement/Change of Status application.

I understand I must maintain my current F nonimmigrant status while I am waiting for USCIS' decision.

Student's signature: _____ Date: _____

Once completed, please make an appointment with International Student Services and bring this form and all required documentation.

Mailing Instructions

The student should keep photocopies of all the documents for record keeping purposes.

Upon appointment with International Student Services and receipt of the Reinstatement I-20, the student should mail all supporting documents above to USCIS:

For U.S. Postal Service (USPS) Deliveries:
USCIS
P.O. Box 660867
Dallas, TX 75266

For FedEx, UPS, and DHL Deliveries:
USCIS
Attn: I-539
2501 S. State Hwy. 121 Business, Suite 400
Lewisville, TX 75067