

I-20 TERMINATION INFORMATION

Overview

As an international student, you are responsible for maintaining your status. To stay in status, you must enroll and participate in a full time course load each semester, successfully complete your classes and make progress towards your degree, notify International Student Services any time the information on your I-20 changes (like your address, major, or funding source), and follow all other status requirements (visit <https://studyinthestates.dhs.gov/students> for more information). If you believe you will not be able to meet these requirements, you must speak with a Cedar Crest Designated School Official (DSO) for SEVIS **as soon as possible**.

If you do not stay in status, your student status and your I-20 may be terminated for failure to maintain status, and you will need to leave the US. If your I-20 is terminated for failure to maintain status, and you would like to return to student status, you have 2 options:

1. You may request a new I-20. If you are eligible for a new I-20, a DSO will create a new I-20 for you. You will need to pay the I-901 fee again (<https://www.fmjfee.com/>) and re-enter the US using the new I-20.
2. You may request reinstatement of your terminated I-20. To be eligible for reinstatement, you must be able to demonstrate that you were out of status for one or both of the following two reasons:
 - a. That you were out of status due to a situation outside of your control; or
 - b. That you were not able to maintain a full course load due to a reason that could have been authorized by a DSO if you had requested a reduced course load (RCL) in a timely manner.

Requesting a new I-20

To request a new I-20 after termination, please contact International Student Services/Academic Services in the Student Success Center. You may be asked to submit updated copies of your identification, visa, or financial information before a new I-20 can be issued. When your new I-20 is ready for you to pick up, you will be notified by email. If you have already left the US when your new I-20 is issued, it can be mailed to your foreign address.

Note: after your new I-20 has been issued, you will be required to pay the I-901 fee again. Be sure when paying this fee that you use the SEVIS ID number on your *new* I-20.

Requesting Reinstatement

Before requesting reinstatement, it is important that you meet with a DSO to talk about the process. Applying for reinstatement requires to you pay an additional fee, and it may take up to 1 year for a decision. We do not recommend that you travel out of the country while you are in the reinstatement process.

1. Meet with a DSO to determine if you are eligible for reinstatement. To be eligible, you must be able to demonstrate that you were not able to maintain a full course load due to a reason that could have been authorized by a DSO if you had requested a reduced course load (RCL) in a timely manner.

Note: if you have been out of the US for longer than 5 months, you are not eligible for reinstatement. Request a new I-20 instead.

2. Complete the **Reinstatement Request Form** and submit it, with the required documentation indicated on the request form, to International Student Services.