

CHANGE OF STATUS

There are two different options for changing your visa status

OPTION 1: RE-ENTRY IN NEW STATUS

Please consult with an OISS advisor about the timing of your visa application and re-entry to the U.S.

- Submit I-20 or DS-2019 request form with financial proof (bank statement, assistantship or sponsorship letter, or Form I-134)
- OISS will issue I-20/DS-2019
- Pay the SEVIS fee: <https://www.fmjfee.com> (F-1 or J-1 only)
- Print proof of SEVIS fee payment
- Schedule a U.S. visa appointment at your home country's U.S. Embassy or Consulate
- Leave the U.S.
- Application for the new visa stamp at U.S. Embassy/Consulate abroad may involve security clearance and could delay your visa issuance
- Re-enter the U.S. in new visa status with I-20/DS-2019 and obtain I-94 once you arrive
- F-1 or J-1 visa holders must report to OISS to complete mandatory government check-in

NOTE: Those changing visa to F-2 or J-2 do not need to report to OISS

OPTION 2: IN-COUNTRY CHANGE OF STATUS

Please read the following information carefully and consult with an OISS advisor whenever you have questions or concerns. To change your status you must currently be in valid visa status at the time of filing.

- Submit I-20 or DS-2019 request form with financial proof (bank statement, assistantship or sponsorship letter, or Form I-134)
- OISS will issue I-20/DS-2019
- Pay the SEVIS fee: <https://www.fmjfee.com> (F-1 or J-1 only)
- Print proof of SEVIS fee payment
- Complete Form G-1145, Request for e-Notification <https://www.uscis.gov/g-1145>
- Complete Form I-539 application <http://www.uscis.gov/i-539>
- Make check payable to Department of Homeland Security in the amount of \$370
- Prepare letter requesting the change of status and the reason for change addressed to U.S. Citizenship and Immigration Services (USCIS).
- Obtain original new I-20/DS-2019
- Make copies of passport identity page, I-94, and visa page
- Provide verification of source and amount of financial support (bank statement, assistantship or sponsorship letter, or Form I-134)
- See chart for details regarding your specific type of Change of Status situation. **NOTE:** USCIS may request additional documents.

AFTER USCIS RECEIVES YOUR APPLICATION

- Receive change of status approval from USCIS after approx. 2-4 months.
- USCIS may request more information from you; you must respond to the request in a timely manner.
- Once your status is approved, you must report to OISS to complete mandatory government check-in.

NOTES:

- Changing your visa status in the U.S. has no impact on the visa stamp in your passport. The next time you leave the U.S. after changing your status, you must obtain a new visa stamp at a U.S. Embassy or Consulate abroad for re-entry into the U.S.
- If you intend to be employed in your new visa status, please note that you cannot begin employment until the I-539 has been approved.
- You must be in regular degree seeking program to become an F-1 student, online only program are not allowed.
- You must be in valid immigration status to apply for change of status.
- If an attorney is working on previous case, check with the attorney to ensure applying for F-1 will not negatively affect the other case.

Documents Needed to Process In-Country Change of Status

F-2 to F-1	J-2 to F-1	H-4 to F-1
<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current F-2 I-20 Copy of F-1 I-20 Copy of F-1 passport, visa, and I-94 <p>NOTE: F-2 cannot begin studies until F-1 status is approved.</p>	<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current J-2 DS-2019 Copy of J-1 DS-2019 Copy of J-1 passport, visa, and I-94 Proof of not subject to 212(e) requirement 	<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current I-797 H-4 approval, if applicable Copy of H-1 I-797 approval Copy of H-1 passport, visa, and I-94 Copy of H-1 current proof of employment (employment letter or pay earning statement)
E to F-1 (Students turning 21 years old)	TD to F-1 (Students turning 21 years old)	L to F-1 (Students turning 21 years old)
<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current principal E documents Copy of principal E's current proof of employment (employment letter or pay earning statement) 	<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current TN passport and I-94 Copy of TN current proof of employment (employment letter or pay earning statement) 	<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current I-797 L-2 approval, if applicable Copy of L-1 I-797 approval Copy of L-1 passport, visa, and I-94 Copy of L-1 current proof of employment (employment letter or pay earning statement)
J-1 to F-1	H-1 to F-1	B to F-1
<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of current DS-2019 Proof of not subject to 212(e) requirement 	<ul style="list-style-type: none"> Letter to USCIS stating your desire to become a full-time student Copy of H-1 I-797 approval Copy of H-1 current proof of employment (employment letter or pay earning statement) 	<ul style="list-style-type: none"> OISS recommends Option 1
F-1 to F-2	J-1 to J-2	F-1 to J-1
<ul style="list-style-type: none"> Copy of your current F-1 I-20 Proof of dependent relationship (marriage [spouse] or birth [child] document) Copy of F-1 I-20 Copy of F-1 passport, visa, and I-94 	<ul style="list-style-type: none"> Copy of your current J-1 DS-2019 Proof of not subject to 212(e) requirement Proof of dependent relationship (marriage [spouse] or birth [child] document) Copy of J-1 DS-2019 Copy of J-1 passport, visa, and I-94 	<ul style="list-style-type: none"> Letter to USCIS stating your awareness that you might be subject to 212(e) requirement Copy of your current F-1 I-20