

CHANGE OF STATUS TO F-1

If you have maintained your lawful non-immigration status, (F-2, B-1, B-2, H-1, H-4, etc.) at the time of application, you are eligible to apply for a change of status to F-1. Exceptions to this include C, D, K, and M. You are not eligible to apply for a change of status if you entered the U.S. under the Visa Waiver program or if you are in J status and subject to the 2-year home country physical presence requirement. Students who wish to have their status changed must apply before the expiration date on their I-94 card.

APPLICATION PROCESS

To apply for a change of status, one must provide the International Student Office with the following:

1. The completed I-539 form.
2. \$300.00 in the form of check or money order made payable to the Department of Homeland Security.
3. Original and current documentation of financial support.
4. Copies of passport and original I-94 form. Copies of related immigration documents if appropriate. (Spouse's H-1 documents, etc.)
5. A letter of request for change of status. This should concisely state your wish to change status and your reasons for entering the U.S. in a status other than F-1.
6. A letter explaining your intentions to return home.
7. Submit proof of home country address.
8. Official transcripts from the Southern Connecticut State University's Registrar Office if you have already completed a term. If you have not begun courses or are in your first term, please provide your original acceptance letter.
9. An I-20 form (the International Student Office issues this form).
10. SEVIS fee of \$200.00 (paid online at www.fmjfee.com)

Once brought to the Advisor, these items will be carefully examined and sent to the INS office in Vermont. You should allow 6-8 weeks for a response. Please notify us of the response received from the INS.

There is no guarantee that the change of status application will be approved. Should you application be denied, you must be prepared to pursue other options. Please discuss these with the advisor during the application process.

***If you have any questions, please feel free to inquire at the Southern Connecticut State University International Student Office at (203) 392-6821.**

Mail documents to:
USCIS Vermont Service Center
75 Lower Welden Street
St. Albans, VT 05479-0001

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