



Change of Status Request

This form is used to request a change of status I-20 or DS-2019. This I-20, along with supporting documentation must be sent to USCIS for adjudication. If you are changing to F1, F2, J1, or J2 using a UNT I-20 or DS-2019, International Student and Scholar Services will help you properly prepare the application. Please consider the following when applying for a Change of Status:

- USCIS will consider your entry visa type, and whether you actually intended to be in the U.S. for the purpose you stated at the port of entry. For example, if you entered on a B1/B2 visitor visa, then they must be convinced that you actually came to be a visitor, and that is what you have been until you decided to change.
- Visitors who entered on a "visa waiver" are not eligible to study, extend their status, or to change status in the U.S. In this case it is best to travel outside the U.S., obtain an F1 visa, and reenter as an F1.
- The application may take anywhere from 4 to 14 months to be approved or denied. You are able to stay in the U.S. while USCIS is considering your application.

| Biographical Data | | |
|---|--|---|
| Family Name: | First and Middle Name: | Birth Date: |
| Email: | | UNT Student ID: |
| U.S. Local Address: _____ City: _____ State: _____ Zip Code: _____ Phone Number: _____ | Permanent Foreign Address: _____ _____ City: _____ Province: _____ Postal Code: _____ Country: _____ | |
| Country of Citizenship: | Country of Birth: | Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Passport Expiration: | Visa Expiration: | |

| Change of Status Information | | |
|---|------------------------------------|---|
| Current Visa Status: | Current Visa Type Expiration Date: | Date entered U.S. (or date current status began): |
| Are you currently enrolled at UNT: <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| If No, What semester are you accepted for: <input type="checkbox"/> Fall 20 _____ <input type="checkbox"/> Spring 20 _____ <input type="checkbox"/> Summer 20 _____ | | |
| Program of Study (Major): | Degree Level Sought: | |

| Basic Application Documents: |
|---|
| <input type="checkbox"/> \$370 Check or Money order made out to Department of Homeland Security for I-539 fee |
| <input type="checkbox"/> \$85 Check or Money order made out to Department of Homeland Security for Biometrics fee |
| <input type="checkbox"/> Proof of payment of I-901 SEVIS Fee. This can be paid online at www.fmjfee.com after issuance of new I-20 or DS-2019. For change to F1 , the fee is \$350 and the school code is DAL214F00610000 • For change to J1 , the fee is \$220 and the program number is P103874 . |
| <input type="checkbox"/> I-539 form. Can be obtained from the ISSS office or online at www.uscis.gov |
| <input type="checkbox"/> Copy of Change of Status I-20 or DS-2019 Will be issued by ISSS. |
| <input type="checkbox"/> Financial Documentation. If using bank statements, include 3 months of statements. |
| <input type="checkbox"/> Proof of Current Visa Status (Visa and both sides of I-94 (paper-based) or printout, if applicable.) |
| <input type="checkbox"/> Copy of Passport. Copy of biographical page(s). |
| <input type="checkbox"/> G-1145. Can be obtained from the ISSS office or online at www.uscis.gov |
| <input type="checkbox"/> If including dependents in the application, provide copies of their immigration documents as well. |
| <input type="checkbox"/> Written statement which includes the following information (if it is true): <ul style="list-style-type: none"> - The reason why you are interested in pursuing the degree listed on your I-20 at this time. - Why that degree is useful or not available in your home country. - Your intent to return home after completing this degree. |

I have fully completed the above information and understand the regulations regarding this process:

If I have any questions, I will consult with an ISSS Advisor.

| | |
|------------|-------|
| Signature: | Date: |
|------------|-------|



Change of Status Documentation Requirements

Along with the Basic Application listed on Page 1, provide the Additional Documentation required by your visa type:

F2 to F1

- Copy of spouse's (or parent's) I-20 that lists you as a dependent.
- Copies of spouse's (or parent's) F1 immigration documents.
- Official Transcripts (for F1 spouse or parent).

Note: - You must be accepted to UNT/IELI before you can file the change of status application.
- You may not begin courses until the application is approved.

F1 to F2

- Copy of your previous I-20 showing you listed as an F1.
- Copies of spouse's (or parent's) F1 immigration documents.
- Official Transcripts (for both you and the F1 spouse or parent).
- Marriage or Birth Certificate proving the relationship to the F1.

Note: - You must maintain your F1 immigration status until the application is approved.
- Once approved, all coursework and employment must immediately cease.

B2 to F1 or F2

- For change to F2, Copies of spouse's (or parent's) F1 immigration documents.
- For change to F2, Official Transcripts for the F1 spouse or parent).
- For change to F2, Marriage or Birth Certificate proving the relationship to the F1.

Note: - Entry on a Visitor's visa when intending to study may be considered fraudulent entry.
- You should not apply for a change of status before you have been in the U.S. for at least 60 days.
- You must be accepted to UNT/IELI before you can file the change of status application.
- You may not begin courses until the application is approved.

H4 to F1

- Copy of H4 Approval Notice.
- Copies of H1's immigration documents (approval notice, visa, passport, etc.).
- Letter of employment from H1 sponsor.
- Official Transcripts, if currently enrolled. Admission letter if not enrolled.

Note: - You must be accepted to UNT/IELI before you can file the change of status application.
- You may begin courses as an H4 while the application is pending.

H1 to F1

- Copies of H1 immigration documents (approval notice, visa, passport, etc.).
- Letter of employment from H1 sponsor.
- Official Transcripts, if currently enrolled. Admission letter if not enrolled.

Note: - You must be accepted to UNT/IELI before you can file the change of status application.
- You may begin courses as an H1 while the application is pending.

J1 or J2 to F1

- Official Transcript, if either J1 or J2 is a current student.
- Copy of waiver if subject to 212(e). (The two year home residency requirement).
- If a J2, include copies of J1's immigration documents.

Note: - You must maintain your F1 immigration status until the application is approved.
- Once approved, all coursework and employment must immediately cease.

E or L to F1

- If a dependent, provide copies of primary visa holder's documents

A to F1

I-566 form. Must be completed and endorsed by the foreign mission to the U.S. and the U.S. Department of State. Forms can be downloaded from www.uscis.gov.

Mailing Address for USCIS Dallas Lockbox

For U.S. Postal Service (USPS):
USCIS
P.O. Box 660166
Dallas, TX 75266

For FedEx, UPS, and DHL deliveries:
USCIS
ATTN: I-539
2501 S. State Highway 121 Business
Suite 400
Lewisville, TX 75067