

CHANGE OF STATUS INSIDE THE USA

NOTE THIS WILL NOT CHANGE YOUR VISA, ONLY YOUR IMMIGRATION STATUS

I HAVE BEEN ADVISED BY AN INTERNATIONAL STUDENT ADVISOR OF THE FOLLOWING:

1. *The change of status time period may take three to four months.*
2. *You should NOT move during this time of period.*
3. *You may certainly hire an immigration lawyer to handle the petition.*
4. *During the petition, I should not leave the USA, and*
5. *You will NEVER hold the Office of International Students legally liable for any and all advice given to me on this change of status matter.*
6. *Once the F status is approved you will have to enroll full-time as a Non Resident student, be covered by medical health insurance, attend a mandatory Orientation, and SEVIS Check-in.*

SIGNATURE OF PERSON

DATE

DEAR _____:

Student ID: E _____

Bring the following to your appointment for your change of status:

- ___ 1. Form I-539 (<http://www.uscis.gov/files/form/i-539.pdf>)
Form G-1145, E-Notification of Application (<http://www.uscis.gov/files/form/g-1145.pdf>)
- ___ 2. Receipt of SEVIS I-901 fee (<http://www.ice.gov/sevis/i901/index.htm>)
EMU's code is DET214F00310000. Your SEVIS # is N _____ (from the new I-20).
- ___ 3. SEVIS I-20 – will be issued by OIS.
- ___ 4. Application fee - \$290 payable to the U.S. Department of Homeland Security (Preferable check, no money order).
- ___ 5. Proof of financial ability (Original bank Statement) amount \$ _____ as indicated on the I-20.
- ___ 6. Notarized Form I-134 (if the financial sponsor is not the applicant or spouse)
- ___ 7. Verification of current status:
Passport, Visa stamp or I-797A Approval Notice, and I-94
I-20/DS-1029 or Employer's letter (whatever applicable)
- ___ 8. Marital status with authorized translation
- ___ 9. Verification of principal alien's status (if applicable) —
Copy of his/her recently endorsed I-20 or DS2019, Passport, Visa Stamp, and I-94
Proof of employment, recent pay stubs and W2 form (if applicable)
- ___ 10. If you are already in an adjustment of status proceeding for the "green card", you need to provide us with a statement from your lawyer indicating that a COS to F1 will NOT jeopardize your AOS petition. This is also true if you are applying for a change of status to other non-immigrant status.