CHANGE OF STATUS TO F-1 APPLICATION CHECKLIST

___ Letter of Intent
- Chronology of applicant's immigration history (i.e., has there been any other status prior to current status?)
- What has applicant been doing since arriving in the US?
- Why does applicant wish to study in the US?
- What ties/reasons would applicant have to home country to ensure/encourage return to home country?

___ Form I-539 (download at www.uscis.gov)

___ Check or money order for $370 made payable to “US Department of Homeland Security”

___ Receipt from paying SEVIS fee at www.fmijfee.com

___ Copy of passport biographical page and any expiration pages, all visas, all I-94s, and anything pertaining to applicant's current visa status (e.g., H-1B approval notices, extensions, etc.). Dependent applicants must provide copies of all immigration documents for principal beneficiary as well.

___ Proof of relationship to principal beneficiary, if applicant is changing from a dependent status. Example: F-2 or H-4 spouse applying to change status to F-1 would need a copy of marriage license; F-2 or H-4 child applying to change status to F-1 would need a copy of birth certificate.

___ If a J-1/J-2 is applying for change of status, must provide evidence of waiver.

___ Evidence of ties to home country: property certificates, investments, savings, family, etc.

___ Financial support documentation (bank statements, affidavit of support, etc.). If sponsorship is coming from the joint savings of another F-1, must prove the financial independence of the principal. To do this, we will need proof of sufficient support from the original F-1 (e.g., departmental funding). Also submit a letter stating that the savings are for the F-2 to use for education and that the principal F-1 will not interfere with education by using those funds otherwise. If the change of status is from H-4 to F-1 and the H-1B spouse or any US sponsor provides the funding, submit a copy of IRS Form 1040 income tax return for most recent year.

___ Other _________________________________________________________________

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