UNIVERSITY OF ALABAMA AT BIRMINGHAM
International Scholar & Student Services

REINSTATEMENT

CONSTRUCTING A REINSTATEMENT APPLICATION

___ $300 fee made payable to “DHS”
___ Form I-539 (Download from www.uscis.gov)
___ Financial Documentation
   • Current affidavit of Financial Support
   • Current Bank Statements
   • If U.S. Sponsor, need to send copy of last Federal Tax Return

___ Letter from the student regarding situation
   • Include a comprehensive statement of situation (i.e. what occurred to cause the violation of the status)
   • State fully and completely about the reasons for the occurrence
   • State why will not occur again
   • State plea for reinstatement

___ Letters of support from Sponsor
   • If the situation was caused by financial difficulties, then you need evidence from the sponsor why the situation occurred. Why it was beyond the students control.
   • Any evidentiary support statement can be VERY important (i.e. Death certificates, proof of financial difficulty, etc) as it validates the student’s word

___ Copies of all immigration documents and passport (even ones from previous schools)
___ Transcripts (from all previous institutions as well)
___ To substantiate the statement by the student submit additional evidence (i.e. Death certificates, proof of major natural disasters, major fluctuations in currency, medical bills, etc.)

___ If you have been out of status for over 5 months, then you must also pay the SEVIS fee of $100.00 through www.fmjfee.com and bring the receipt with this petition.

___ Submit to Foreign Student Advisor for submission

PLEASE NOTE: Understand that if this case is denied, the Immigration Services will require that you depart from the United States immediately.

SF-8/2007