

## CHANGE OF VISA STATUS

To change nonimmigrant status to F-1 from another nonimmigrant status, a student must complete or provide:

1. Form I-539 (Please answer all questions, sign, and date in black ink or type. If the question does not apply, you will indicate N/A and None for numeric responses).
2. Form I-20, a new complete form obtained from the International Student Office.
3. Proof of financial support for the first year of studies, and also for any dependents (notarized affidavit of support form, official bank letter, & last 3 monthly statements).
4. Letter addressed to **USCIS** requesting the change, explaining why the change is needed, educational goals, and how the education will help you when you return to your home country.
5. Copy of passport, including pages with photograph, passport's expiration date, entry visa, and I-797 or DS-2019 (if applicable).
6. Copy of I-94 Arrival Departure Record (front and back) or copy of the entry stamp of the passport along with your electronic I-94 Arrival Departure Record. You can print your electronic I-94 Arrival Departure Record at <https://i94.cbp.dhs.gov/I94/#/home>.
7. Proof of current legal status. (If on a dependent visa, provide copies of primary visa holder's legal status such as: passport including pages with photograph and expiration date, visa, I-94, and I-797, DS-2019, or I-20 (if applicable). You can print your electronic I-94 Arrival Departure Record at <https://i94.cbp.dhs.gov/I94/#/home>).
8. Copies of immigration documents for any dependents that will be changing status with you (Please refer to #5 & #6.).
9. Money orders/checks payable to **U.S. Department of Homeland Security** for \$370.00 for the Form I-539 filing fee and \$85 for the biometric services fee or complete Form G-1450 Authorization for Credit Card Transactions (two separate payments).
10. **SEVIS** fee receipt, payable at [www.fmjfee.com](http://www.fmjfee.com).

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The change of status process currently takes eight to twelve months to be adjudicated by **USCIS**. If you would like to change from B1/B2 visitor's visa to F-1 student visa, please be aware that this change is not often approved unless the visitor has "prospective student" written on it and could result in receiving a notice form **USCIS** to depart the U.S. **NOTE: A person who has changed status while in the U.S., and intends to travel outside the U.S., must obtain a new entry visa from a U.S. Consulate or Embassy before returning to the U.S.**

Contact the Coordinator of International Student Admissions at 866-5426 or email at [pmsolomon@waketech.edu](mailto:pmsolomon@waketech.edu) for more information or to make an appointment to check your change of status application.