CHANGE OF STATUS APPLICATION FOR CURRENT STUDENTS

BIOGRAPHICAL DATA (To be completed by the student)

<table>
<thead>
<tr>
<th>Family Name</th>
<th>First/Middle Name</th>
</tr>
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<tbody>
<tr>
<td>Current Program and Completion Date</td>
<td>SMU ID Number</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Current U.S. Address</th>
<th>Current Foreign Address (Home Country Address)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address 1:</td>
<td>Address 1:</td>
</tr>
<tr>
<td>Street Address 2:</td>
<td>Address 2:</td>
</tr>
<tr>
<td>City:</td>
<td>City:</td>
</tr>
<tr>
<td>State:</td>
<td>Province/Territory:</td>
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<tr>
<td>Zip Code:</td>
<td>Postal Code:</td>
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<tr>
<td></td>
<td>Country:</td>
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Has any of your personal information changed (U.S. address, phone number, etc.)? □ Yes □ No
If so, please update your information in my.smu.edu immediately.

Please follow the steps listed below.

1. Compile the following items:
   - Original financial documentation dated within 6 months, showing enough funds to cover one year of tuition, living expenses, and health insurance for you and dependents, if applicable.
   - Letter from academic advisor (letter must state current academic status and program end date).
   - Proof of SEVIS fee payment of $200.00. SEVIS fee can be paid after we issue a new I-20 at: fmjfee.com.
   - A personal statement addressed to the Department of Homeland Security stating the following:
     - Reason you want to change your status and why it would be an extreme hardship to travel in order to change your status.
     - Reason why you are pursuing the degree listed on your I-20.
     - How said degree will be useful or if not available in your home country.
     - Your intentions of returning to your home country after completion of degree.
   - Copy of passport identity pages, visa, and I-94 (front and back) or I-94 printout (cbp.gov/i94).
   - Dependent's immigration documents, if applicable
   - Check or money order to pay $290 processing fee to the Department of Homeland Security.
   - Any additional documents that are required according to your current visa type. See page 2 for list.

2. Make an appointment with an International Services Specialist and bring hard copies of the documents listed above. This appointment should last approximately one hour. During this appointment, you will:
   - Receive an I-20, once financial documents and admission letter have been received.
   - Complete I-539, Application to Extend/Change Nonimmigrant Status form.

Please bring a laptop or portable device to pay for SEVIS fee to appointment.

By signing below, I affirm that I understand the consequences of my request and understand that the ISSS office is no way responsible for collecting the documents listed above. I understand that I am fully responsible for my change of status application. If I have any questions, I will contact an ISSS International Services Specialist immediately.

Print Name: ___________________________  Signature: ___________________________  Date: __/__/____

International Services Specialist: ___________________________  Signature: ___________________________  Date: __/__/____
### CHANGE OF STATUS ADDITIONAL INFORMATION

<table>
<thead>
<tr>
<th>Change of Status</th>
<th>Additional Information</th>
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| **F1 to F2**     | □ Copy of immigration documents (passport, visa, I-94, I-20)  
 □ Copy of official transcripts  
 □ Copy of primary visa holder’s documents (passport, visa, I-94, I-20)  
 □ Copy of primary visa holder’s official transcripts  
 **Note:** You will be required to maintain your F1 status until your application is approved. Once approved, all enrollment and employment must cease immediately. |
| **H4 to F1**     | □ Copy of H-4 Approval Notice  
 □ Copy of H-1’s immigration documents (approval notice, visa, passport, etc.)  
 □ Copy of employment from H-1 sponsor  
 □ Copy of official transcripts  
 **Note:** You must be enrolled full-time when your application is approved. |
| **H1 to F1**     | □ Copy of H-1 immigration documents (approval notice, visa, passport, etc.)  
 □ Copy of letter of employment  
 □ Copy of official transcripts  
 **Note:** You must be enrolled full-time when your application is approved. |
| **J1/J2 to F1**  | □ Copy of official transcripts, if enrolled  
 □ Copy of waiver if subject to 212(e)  
 □ If a J-2, please include a copy of J-1 immigration documents  
 **Note:** You must maintain your immigration status until your application is approved. Once approved, all off-campus employment must cease immediately. |
| **E or L to F1** | □ If a dependent, provide a copy of primary visa holder’s documents (passport, visa, I-94, and letter of employment) |
May I begin attending classes before my application has been approved?

All applicants may be able to begin attending class after their change of status application has been submitted and while waiting for approval, except for individuals who have entered the United States on a B-1, B-2, or F-2 visa. Also, individuals who have entered with a WT or WB visa waiver from a waiver country are not eligible to being attending classes. It is strongly recommended that all other visa holders consult with an immigration attorney to verify their eligibility to enroll in classes while their change of status is pending.

May I begin campus employment such as an assistantship while waiting for the change of status approval?

No. If eligible (see above), you may only attend classes full-time while your application is pending,

What happens if my application is denied?

If the application is denied, students may be required to leave the U.S. on short notice, interrupting their program of study at an inconvenient or academically disadvantageous time. If students have maintained their previous visa status, they may be allowed to continue to reside in the U.S. as their previous visa status.

Can I travel while my application for change of status is pending?

No. Leaving the U.S. while an application for change of status is pending is considered an abandonment of petition. Contact your International Advisor for your options if you must travel out of the U.S. during this period.

Remember: When you change your status in the United States, your visa in your passport does not change. Visas may only be obtained outside the United Status at a U.S. embassy or consulate. If you status is changed to F-2 and you depart the United States, you must obtain an F-1 visa from a U.S. embassy or consulate outside the United States before re-entering the United States.