

REINSTATEMENT TO F-1 STUDENT STATUS

Background Information

You can violate your F-1 immigration status in one of several ways. Examples include the following situations:

- ✦ you have not carried a full course of study as required by immigration regulations;
- ✦ the date of completion on the Form I-20 has expired and no extension of stay was requested;
- ✦ you have worked without authorization or have worked beyond the allowed number of hours;
- ✦ you failed to follow correct procedures to transfer from one institution to another within the first 15 days of the program start date on the I-20 form; or
- ✦ you moved to a different degree level and did not inform the Office of International Students & Scholars (OISS) within the first 15 days of classes in the new semester.

Eligibility

The USCIS may consider your request for reinstatement if:

1. you have not been out of status for more than five months at the time of filing your application (or that failure to file within the five-month period was due to exceptional circumstances and you have filed the request for reinstatement as promptly as possible under these exceptional circumstances);
2. you do not have a record of repeated or willful violations of F-1 regulations;
3. you are currently pursuing or intending to pursue, a full course of study in the immediate future;
4. you have not worked illegally;
5. you are not deportable; and
6. you establish that:
 - a. the violation of your status resulted from circumstances beyond your control. Such circumstances might include serious injury or illness, closure of the institution, a natural disaster, or inadvertence, oversight, or neglect on the part of the OISS. These circumstances do not include instances where a pattern of repeated violations or where a willful failure on your part resulted in the need for reinstatement; or
 - b. the violation relates to a reduction in your courseload that would have been within the OISS's power to authorize and that failure to approve reinstatement would result in extreme hardship.

If you do not meet the above eligibility requirements, your request for reinstatement is likely to be denied.

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Application Procedures

1. Submit a check or money order for \$370.00 made payable to the **Department of Homeland Security**
2. Submit a copy of your I-94 form
3. Go to [USCIS's website](#) under forms, and complete and sign form I-539
4. Sign and date a new I-20 (prepared by OISS)
5. Provide proof of financial support
6. Provide a copy of all previous I-20 forms
7. Provide a photocopy of your passport, including the photo page, expiration date, and visa page
8. Submit transcript(s) or grade reports (if possible, include all previous institutions)
9. Write a letter to USCIS requesting reinstatement. Your letter must address each of the points in items 1-6 under the "Eligibility" section above.
10. Provide documentation to support your reasons for violating your status (if applicable)
11. Letter of support from an OISS Advisor
12. Receipt for payment of the SEVIS fee, if applicable; visit <http://www.fmjfee.com> to pay the fee and obtain a receipt

OISS will:

1. Update the Student and Exchange Visitor Information System (SEVIS) and prepare a new I-20;
2. Mail the application to

For U.S. Postal Service:

USCIS
P.O. Box 660166
Dallas, TX 75266

For Express mail and courier deliveries:

USCIS
ATTN: I-539
2501 S. State Highway 121
Business Suite 400
Lewisville, TX 75067

3. Notify you of the response from USCIS.

The USCIS Decision

The Immigration Officer will update the Student and Exchange Visitor Information System (SEVIS) with a decision. If the USCIS approves your request, your I-20 will be returned with an endorsement to indicate that you have been reinstated.

Reinstatements are now adjudicated at the Vermont Service Center. If your request is denied, you may not appeal the decision. You must be prepared to depart the United States.