

Change of Status from F-1 to F-2

| Item Required | Notes |
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| Form I-539 | Available at: https://www.uscis.gov/sites/default/files/files/form/i-539.pdf Download and save the form before typing in the fields. |
| \$290.00 check or money order | Pay to must be made out exactly as written here: U.S. Department of Homeland Security <i>Do not abbreviate as USDHS or DHS. Your check will be denied and your application will be returned.</i> |
| New F-2 Form I-20 | This will be issued by CESL |
| All current and previous Form I-20s for you and your spouse | Please bring even expired I-20s <i>(we will make a copy to send with your application)</i> |
| I-94 Record printout for you and your spouse | Accessible at www.cbp.gov/i94 |
| Financial Statement for F-1 spouse | -Statement must cover one full year of tuition, fees, living expenses and dependent cost. -Statement must be current within the last 6 months. |
| Valid Passport for you and your spouse | Passport from your home country <i>(we will make a copy to send with your application)</i> |
| U.S. Visa stamp for you and your spouse | Valid F-2 and F-1 visa stamps from both your passports <i>(we will make a copy to send with your application)</i> |
| Marriage Certificate | If this is in your native language please contact CESL to find out options for translation to English. |
| Previous I-797 Notice of Approvals | Receipt Notice from USCIS (if applicable) |
| Letter of Explanation | Letter should include: -Your current U.S. address and Phone number -Your request for change of status from F-1 to F-2 -Signature of both you and your spouse with printed names beneath the signature |
| Form G-1145 | Available at: https://www.uscis.gov/sites/default/files/files/form/g-1145.pdf Used by USCIS to notify you of application status |

Once you have completed the Form I-539 and the Letter of Explanation please email them to CESL Advisor, Jennifer D'Costa at jendc@siu.edu

Jennifer will respond with possible appointment times for you to meet with her and complete your application and obtain your I-20. You will be advised on the remainder of the process in your appointment. Please email Jennifer with any questions.