



## REINSTATEMENT TO LEGAL F-1 STATUS

Reinstatement is needed if you violate your full-time student status. Violation of student status causes you to be out of visa compliance which could lead to your removal from the U.S. If your violation is not severe, there is a chance of being reinstated. It will take normally 120 - 180 days to receive a response. If you are denied reinstatement, you may have to leave the U.S., but you usually can return if you travel with an "initial attendance" I-20, a valid visa, and passport.

In some cases, students may prefer to travel and not apply for reinstatement. If you consider choosing to travel, more details can be covered at the time of your meeting with the International Office.

### APPOINTMENT CHECKLIST:

- Complete I-539 (Supplement 1 for dependents.) The form can be downloaded at [www.uscis.gov/sites/default/files/document/forms/i-539.pdf](http://www.uscis.gov/sites/default/files/document/forms/i-539.pdf)
- Proof of Academic Acceptance
- Personal letter to DHS. Describe your violation. You must state: (1) how your violation of status resulted from circumstances beyond your control or that failure to be reinstated would result in extreme hardship, (2) your filing for reinstatement is your immediate action (within 5 months from when violation occurred), and (3) you are currently pursuing or intend to pursue a full course of study at TSU.
- A copy of a valid passport
- A copy of US VISA stamp in passport
- Copy of I-94
- Copy of all transcripts
- Funds from a sponsor or personal account: A current bank statement or a letter on official bank letterhead not older than 2 months. If your sponsor is not your parent and is either a U.S. citizen or permanent resident, he/she will need to complete form I-134 Affidavit of Support. This form can be downloaded at: [www.uscis.gov/sites/default/files/document/forms/i-134.pdf](http://www.uscis.gov/sites/default/files/document/forms/i-134.pdf).
- Scholarships: Verified with a letter from your college or supplying agency.
- Please black out Social Security Number and bank account number(s) on any documents
- A money order or cashier's check payable to U.S. Department of Homeland Security for \$370. No personal check
- A new SEVIS I-20 that will be issued by ISA for "Reinstatement."
- Pay a SEVIS fee of \$350 if your violation is older than 5 months. You may use form I-901 and obtain a receipt verifying payment. You can pay the fee with a credit card and print out a receipt online. The website for paying the SEVIS fee is: [www.FMJfee.com](http://www.FMJfee.com). You may also pay through Western Union.

### MAIL TO:

For Express mail and Courier Deliveries  
USCIS  
ATTN: I-5529  
2501 S. State Highway 121 Business  
Suite 400  
Lewisville, TX 75067

For U.S. Postal Service:  
USCIS  
ATTN: I-5529  
P.O. Box 660166  
Dallas, TX 75266