

International Student Checklist

Change of Status

If you are applying for a change of status to F1 while in the U.S., you can follow the steps below.

STEP I - Application

- Fill out and submit an [online application](#).

STEP II - Document and Fee Submission

- Pay the **\$400 Initial Application Fee** to IIFA English Learning Center (Non-refundable)
 - If you have any dependents, you must also pay the **F2 I-20 Processing Fee of \$50** per dependent.
- Submit the following documents to IIFA English Learning Center:
 - Copy of current Passport
 - Copy of Visa and both sides of I-94 form
 - Copy of High School or College Diploma, or Transcripts (translated into English)
 - Evidence of financial support (showing sufficient funds of at least **\$15,000** to cover annual tuition and living expenses)

There are 3 options:

1) Own Funds

- Bank Statement (from an account under your name)*

2) Sponsorship from the United States

- [Affidavit of Support Form I-134](#)
- Bank Statement (from an account under the sponsor's name)*

3) Sponsorship from Abroad

- Letter from a Sponsor translated into English stating that the sponsor will cover all tuition and costs of living (**the sponsor's signature has to be notarized**) [See Example](#)
- Bank Statement (from an account under the sponsor's name)*

Bank Statements **must be verified by signature/stamp from a bank representative*

Note: If you have any dependents, you must also submit a copy of each dependent's passport and additional financial evidence in the amount of \$3,500 (for each dependent).

STEP III - Apply for Change of Status*

- Pay the **\$350 SEVIS Fee** to the Immigration Office as soon as you receive the I-20 from our school.
- Fill out and submit **USCIS Form I-539** (Change of Status Application) as soon as you receive the I-20 from our school
 - Form I-539 Application Fee - **\$370** (each application)
 - Biometrics Service Fee - **\$85** (each applicant)

STEP IV - Registration and Placement

- E-mail our school to schedule your registration and placement testing.
 - Registration Fee - **\$50**
 - Textbooks/Course Materials Fee - **\$150**
- Take the Placement Test
- Fill out the enrollment agreement
- Select a tuition payment plan
 - A. Pay tuition per course in one (1) installment (**\$3,900** per semester)
 - B. Pay in multiple installments throughout the semester