To change to F-1 student status, the applicant must be academically admitted to a degree program at Georgia State University and submit required documentation to USCIS. The ISSS website, under the Current Student, Immigration Advising tab provides limited guidance on this process. Please note: your COS is an individual application. Review and assistance by ISSS is very limited.

Change of Status (COS) Checklist:

- A cover letter addressed to U.S. Citizenship & Immigration Services (USCIS) explaining your request and reason for COS. ISSS Advisors can review your letter for clarity, and basic grammar, but we cannot advise on the contents or outcome of your letter.
- A passport valid for more than 6 months.
- Georgia State University Admissions Letter
- Proof of current immigration status: visa stamp, passport ID pages, etc. If you are on a dependent visa, provide photocopies of the primary visa holder’s immigration status such as an I-94 and I-797, DS-2019, or I-20 and documentation proving maintenance of status.
- Photocopy of I-94 Arrival/Departure card (front and back).
- Proof of financial support (generally at least 3 months of bank statements showing consistent liquid assets. Speak with an advisor for details.
- $370 Fee. Payable by 1. check or money to “Department of Homeland Security” or 2. credit card by submitting form G-1450 (Authorization for Credit Card Transaction) with application.
- Form I-20 (provided by ISSS after financial documentation is reviewed and approved)
- Receipt for $200 SEVIS fee payment. You may reprint this from: [www.fmjfee.com](http://www.fmjfee.com).
- Proof of Foreign Residence: telephone bills, utility bills, mortgage statements, rental agreements / receipts etc…showing compelling ties to home country.

APPLICANT: Important Reminders about Change of Status (COS) in the United States

- If your current status does not permit work or study, you cannot enroll or begin F1-based employment until USCIS grants final approval of your application for F-1 status.
- ISSS requires 3-5 business days to process form I-20 requests for Change of Status.
- The applicant for Change of Status must mail his / her own application to USCIS.
- Once received by USCIS, processing time is 7-9 months on average. A receipt confirming that USCIS has received your application will be sent to your local U.S. address approximately 2-4 weeks after submission. The current processing times are available at [www.USCIS.gov](http://www.USCIS.gov).
- **Graduate Students:** if your Change of Status is not approved by GSU’s tuition waiver processing deadline, you may lose your Graduate Assistantship offer. Dates vary, but generally deadlines are: Fall: September 25th or last business day before September 25th; Spring: January 31 or last business day before January 31st; Summer: June 30 or last business day before June 30th.