

ECC Reinstatement to F-1 Status Application Form

All F-1 international students seeking reinstatement are required to meet with a Designated School Official (DSO) prior to applying for reinstatement. Please be advised that submission of the application alone does not constitute a formal request to USCIS for reinstatement to F-1 status. Review the information at elgin.edu/applyinternational for information on eligibility.

A student who has failed to maintain status and had their Student and Exchange Visitor Information System (SEVIS) record terminated by a Designated School Official (DSO), Department of Homeland Security adjudicator, or the SEVIS may apply to USCIS to be reinstated to lawful F-1 status. Reinstatement is only granted under the limited conditions specified at 8 C.F.R. § 214.2(f)(16) and at the discretion of USCIS.

Name: _____ Student ID: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ Phone: _____

Program of Study: _____

Date you fell out of status: _____

Explain why you fell out of status: _____

Required Documentation

- ☐ [Form I-539](#), Form I-539A (for dependents) and Form I-539 filing fee. The Form I-539 must indicate that the student is applying for reinstatement. Form I-539 has a “Reinstatement to student status” checkbox for this purpose. If filing a paper Form I-539, write the word “REINSTATEMENT” at the top of the form to further distinguish it from other uses of Form I-539. If filing a paper Form I-539: Use the current version of the form; Mail the I-539 and supporting documents to the correct USCIS filing address (see [Form I-539 Direct Filing Addresses](#)); Make file copies of all documents before sending to USCIS; Use a receipt-based mailing option such as certified mail, so that there will be evidence that the documents were received by USCIS.
- ☐ [Form I-539 filing fee](#) paid by money order, personal check, cashier’s check, or credit card using [Form G-1450, Authorization for Credit Card Transactions](#). If you pay by check, you must make your check payable to the U.S. Department of Homeland Security.
- ☐ ECC Reinstatement to F-1 Status Application Form
- ☐ Copy of Form I-20 document issued by ECC properly endorsed by the DSO and the student. The I-20 Issue Reason should be listed as “Reinstatement Requested.”
- ☐ Write a letter of explanation addressed to USCIS explaining the situation and requesting reinstatement. The letter should state why the student is out of status, the reason for the status violation, the effect on the student

of failure to receive reinstatement, a statement that you are currently pursuing or are intending to pursue a full course of study, and specifically request that USCIS reinstate you to F-1 student status.

- ☐ Copies of the financial documents you submitted to ECC as evidence of financial support that show adequate funds to cover your tuition, fees, and living expenses. CGE recommends submitting the three most recent months' bank statements.
- ☐ Letter from the DSO recommending reinstatement and verifying your acceptance to ECC.
- ☐ Original Form I-94 or copy of the electronic I-94 printout, and the Forms I-94 of accompanying F-2 dependents.
- ☐ Current transcript and transcripts from other U.S. schools previously attended.
- ☐ Proof of enrollment in a full course of study. Include a class schedule for the current/next session and a school transcript.
- ☐ Copy of identity pages of student's valid passport
- ☐ Copy of most recent F-1 visa
- ☐ Any other documentation that might help establish the nature of the violation, to document that the violation occurred less than 5 months ago, or to justify why it should be accepted even if the violation occurred more than 5 months ago

Copies. You should submit legible photocopies of documents requested, unless the instructions specifically state that you must submit an original document. USCIS may request an original document at the time of filing or at any time during processing of an application or petition. If USCIS requests an original document from you, it will be returned to you after USCIS determines it no longer needs your original.

NOTE: If you submit original documents when not required or requested by USCIS, your original documents may be immediately destroyed after we receive them.

Translations. If you submit a document with information in a foreign language, you must also submit a full English translation. The translator must sign a certification that the English language translation is complete and accurate, and that he or she is competent to translate from the foreign language into English. The certification must include the translator's signature. The Department of Homeland Security (DHS) recommends the certification contain the translator's printed name, the signature date, and the translator's contact information

I certify I have read this form and the instructions and certify that all information is correct to the best of my knowledge.

Student Signature

Date



This information is subject to change without notice. For individual questions, please contact the Center for Global Engagement at international@elgin.edu for an appointment.