



F-1 Reinstatement Instructions

International students who have fallen out of status due to a violation that is beyond their control can apply for a reinstatement of their F-1 student status through U.S. Citizenship and Immigration Services (USCIS). Students need to meet with an advisor before mailing their reinstatement application packet to USCIS.

Compile the following documents:

- Certified check or money order for \$370, payable to: "US Department of Homeland Security."
- Original SEVIS I-901 fee receipt. (If you need a reprint of the receipt <https://www.fmjfee.com>)
- SEVIS I-20 issued for reinstatement - provided by the International Student Office.
- Form G-1145, this allows USCIS to send an email/text on any updates on the application. <https://www.uscis.gov/g-1145>
- Form I-539; download form <https://www.uscis.gov/i-539>
 - a. **Part 1**, refer to your passport and other immigration documents for your most recent arrival information.
 - **Other Information**, Line 12.a. is "F-1 student," leave 12.b. blank and checkmark the box 12.c. for "D/S"
 - b. **Part 2**, make a check in the box Line 3, indicating "Reinstatement of student status"
 - c. **Part 3**, Line 1.b. check the box for "D/S"
 - d. **Part 4** refer to your passport information and expiration (*remember your passport should be valid for more than 6 months into the future at all times*). Answer all the questions in Part 4. Most or all answers will be "NO." If your answer in Line 19 is NO, please write a brief statement on **page 6, #2** as to how you will fund your studies. If Line 20, is YES, please write a brief statement on **page 6**.
 - e. **Part 5**, Line 1.a. should be check-marked, and complete **lines 4-6**, on page 4.
 - **Applicant's Certification**, don't forget to sign and date the form in **BLACK ink** (bottom of page 3).
 - f. **Pages 7-9**, are completed **ONLY** if there is more than one applicant
- Copies of **all** I-20s
- Copies of valid passport, F-1 visa, and I-94 (and your dependents if applicable)
- Copy of financial support documents demonstrating that you are able to support yourself while studying in the U.S.
- Copy of your current Cal State LA official transcripts and other U.S. school official transcripts (if applicable)
- Student's letter to USCIS addressing all of these points:
 - Explain why you are out of status, the reason for the violation.
 - How it would be a hardship to not be reinstated and that you are pursuing or intend to pursue full-time studies, you have not been employed without authorization and are not deportable or involved in removal proceedings and are requesting reinstatement.
 - Explain that you had no intention of violating the F-1 status.
- Other documents to include: DSO letter of support, other letters, such as a letter from a doctor, if medical.

SEND either First class US mail with delivery confirmation OR by Courier Service (FedEx, UPS)

US Postal Service (First Class US Mail)

USCIS
P.O. Box 660166
Dallas, TX 75266

Courier Service (FedEx or UPS)

USCIS / ATTN: I-539
2501 S. State Highway 121 Business, Suite 400
Lewisville, TX 75067