Petition for Reinstatement to F-1 International Student
~ Effective November 23, 2010 ~

A student who fails to maintain F-1 student status should apply for reinstatement with the U.S. Department of Homeland Security, U.S. Citizenship and Immigration Services (USCIS):

- Failure to complete a full-course-of-study (12 units) during a quarter.
- Failure to apply on time for an extension/change of program before I-20 expires.
- Failure to complete the transfer procedure on time when changing schools or academic (degree or certificate) programs.

Student MUST submit:

- Write a letter addressed to Department of Homeland Security, U.S. Citizenship and Immigration Services from student stating reasons for being ‘out-of-status’ and the need for reinstatement.
- Official transcript including work in progress.
- Previous college/university transcripts if you’ve just transferred from another school.
- Original I-20 from De Anza College. (A new I-20 will be issued to you with notation of ‘reinstatement’)
- Copy of both sides of student’s Form I-94.
- Complete and Sign Form I-539. (Write in at Part 2 item 1 the phrase “reinstatement to F-1 status”)
- Photocopy of passport biographical page(s) and visa stamp.
- $290.00 application fee. (Money order or personal check payable to Department of Homeland Security)

IMPORTANT: Effective September 01, 2004, all F-1 nonimmigrants applying for reinstatement of student status, who has been out of student status for a period exceeding the presumptive ineligibility requirement set fourth in 8 CFR 214.2(f)(16)(A), is subject for $200 SEVIS fee. Please go to www.fmjfee.com for details.

Bring your complete packet to the ISP Office for review before mailing!

Send by CERTIFIED MAIL to: Dallas Lockbox filing addresses

For U.S. Postal Service:

USCIS
P.O. Box 660166
Dallas, TX 75266

For Express mail and courier deliveries:

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

NOTE: Student who is out-of-status is not eligible for on-campus employment, practical training or any other F-1 student benefits until the USCIS has approved an application for reinstatement to F-1 student status.