



Change of Status Instructions F2 Visa to F1 Visa

Change of Status takes roughly 5 months to be approved. You can only study part time while the change of status is pending. You must be able to remain in the US on a valid F2 visa while the application is pending (meaning your F-1 primary holder must maintain his/her F1). To apply, you will need to gather the following documents:

- A completed [Form G-1145](http://www.uscis.gov/g-1145) found at <http://www.uscis.gov/g-1145>. This will allow you to receive electronic updates.
- A completed [Form I-539](http://www.uscis.gov/i-539) found at <http://www.uscis.gov/i-539>. Complete this to the best of your ability in **black ink**. If you are unsure of an answer, leave it blank, and you will complete it at your Change of Status appointment (please see below).
- Check or money order made payable to "U.S. Department of Homeland Security" for \$370
- A letter explaining why you decided to change visa status. This could include how your full-time study in F-1 status will support your academic and career goals.
- Admission letter to our program (you need to be accepted before we can file for the change of status)
- Letter of current enrollment, if applicable
- Original I-94 or I-94 printout obtained at CBP.gov/I94
- Copies of passport picture page and visa page; do not send your passport
- Copy of spouse's F-1 I-20
- Financial statements showing the amount in available funds that will be listed on the reinstatement I-20. It is recommended that you submit at least 3 months' worth of statements showing the availability of these funds.

After you have gathered these documents, please email international@kgi.edu to arrange an appointment. We will provide you with an I-20 (a change of status I-20) during your appointment. Please bring a major credit card with you to the appointment as you will need to pay your \$200 SEVIS fee at that time. The appointment will last about 30 minutes. We will help you assemble your packet and provide instructions on mailing your packet to USCIS.