

F-1 Reinstatement

If you fail to maintain F1 status, you must file documents to reinstate your F1 status. **There are two ways to regain status: apply for reinstatement or depart the U.S. and seek a new admission to the U.S. in F-1 status.** You must understand that you may not appeal the decision and need to prepare to leave the U.S. immediately if USCIS does not approve the reinstatement request.

Option 1: Reinstatement

When requesting reinstatement, you must be approved by United States Citizenship and Immigration Services (USCIS) that you:

- a) Are intending to pursue a full course of study in the immediate semester at UTC.
- b) Have not been out of status for more than five months at the time of filing the request for reinstatement.
- c) Have not engaged in unauthorized employment.
- d) Must explain that the violation of status resulted from circumstances beyond your control.
- e) Are not deportable on any ground other than overstaying.

Reinstatement Application Procedure

1. Schedule an appointment with International Student Services (ISS) adviser to discuss your options to regain F-1 status.
2. Submit a new I-20 request form (Select “Other” and note “Reinstatement” in the form.)
3. Prepare and submit the list of documents submit to International Student Services (ISS) adviser below.
 - 1) New acceptance letter.
 - 2) Form I-539
 - 3) 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.
 - 4) Copies of your passport, visa, and current I-94 printout from <https://i94.cbp.dhs.gov/i94/>
 - 5) Photocopies of all previously-issued I-20s.
 - 6) Proof of funding and support letter from the sponsor if funding is not in your name.
 - 7) A letter requesting reinstatement to F-1 student status which explains your situation and truthfully states that failure to maintain the status.
 - 8) Photocopies of current transcripts and transcripts from other U.S. schools previously attended.
4. You will receive an email from ISS when your I-20 is ready for pick up. Allow 10 business days for I-20 processing.

5. Mail all documents above to [Filing addresses for Form I-539](#)
For U.S. Postal Service (USPS): USCIS, P.O. Box 660166, Dallas, TX 75266
For FedEx, UPS, and DHL deliveries: USCIS, ATTN: I-539, 2501 S. State Highway 121,
Business Suite 400, Lewisville, TX 75067

Option 2: Travel and Reentry

You may be able to re-establish your F1 student status by departing the U.S. and re-enter with a new initial I-20, rather than applying for reinstatement in some cases. You may do this by obtaining a new initial I-20 from UTC, then departing the U.S.

- a) You must apply for a new F-1 visa if the F-1 visa stamp in your passport has expired.
- b) Re-Entry to the U.S. after an F1 status violation is viewed by USCIS as “initial attendance” in F-1 status.
- c) You must follow F1 restrictions placed on F1 new students.
- d) You are not allowed to engage in CPT for one academic year (the academic year waiting period for eligibility for practical training set by USCIS).

To request a new I-20 for travel and reentry:

1. Schedule an appointment with International Student Services (ISS) adviser to discuss your options to regain F-1 status.
2. Prepare and submit the list of documents below.
 - 1) New acceptance letter.
 - 2) Copies of your passport, visa, and current I-94 printout from <https://i94.cbp.dhs.gov/i94/>
 - 3) Photocopies of all previously-issued I-20s.
 - 4) A letter requesting reinstatement to F-1 student status which explains your situation and truthfully states that failure to maintain the status.
3. You will receive an email from ISS when your I-20 is ready for pick up. Allow 10 business days for I-20 processing.