

The Change of Status to F-1 Process

Change of Status Requirements

To initiate your Change of Status to F-1 **you must be an Accepted and/or Matriculated student at Hunter College.** Ensure that you have paid the commitment deposit fee to avoid processing delays. As an F-1 student, **you will be required to pay out-of-state tuition** for as long as you maintain F-1 status. If you plan to change your status to F-1 after applying, **you must remain in the U.S. during the process.** If you choose to travel abroad, please notify your [DSO](#). In that case, you will need an Initial Attendance I-20 and must apply for the F-1 visa at the U.S. embassy in your home country.

Other Nonimmigrant Visa Types (A, G, NATO, V, T, U)

Change of status applicants in **A, G, or NATO status must follow a different procedure.** In addition to obtaining a Change of Status I-20, these individuals are required to complete and mail the paper application forms I-539, I-566, and G-1149. Applicants in **V, T, or U status should follow the standard Change of Status to F-1 process**, which involves submitting the required forms and supporting documents as described in the **Change of Status Required Documents Checklist**.

Processing Time and Application Steps

To apply for admission to Hunter College, submit your application online through the [CUNY Admissions website](#) if you intend to pursue a bachelor's or master's degree. If you have not yet applied to Hunter College, you must first complete the admissions process. Undergraduate applicants should submit their application [here](#). Graduate applicants should apply [here](#).

How to Proceed After Admission

After acceptance, you must contact the school's International Students Office (ISO) and submit all required documents listed in the **Change of Status Required Documents Checklist** so that the International Student Advisor can process your I-20 for the change of status. Once you receive the I-20, you can pay your SEVIS fee and then proceed with the change of status instructions.

Please review the following documents/forms, complete the required steps, and upload the required documents:

1. Review the [Change of Status Required Documents Checklist](#)
2. **Complete the Certificate of Eligibility** (SEVIS I-20)
 - For admitted [undergraduate students](#) (Bachelor's degree)
 - For admitted [graduate students](#) (Master's degree)
3. **Upload all required documents** to the [I-20 Document Upload for Change of Status Form](#)
4. Create [USCIS account](#) (Submit I-539 & Pay)
5. Notify ISO of F-1 Approval and/or Denial notice

Acceptable Examples of Financial Documents

- Recent bank statements (checking or savings accounts)
- Scholarship or fellowship award letters
- Sponsor's bank statements along with an affidavit of support

- Official loan approval letters
- Employer's letter from your sponsor confirming projected support for the remaining years of study (if applicable)

**All documents must be recent and in English by a certified translator.*

For more information on the difference between F-1 status and an F-1 visa, visit: [Student Visa vs. Student Status: What's the Difference?](#)

Change of Status to F-1 Application Fee Chart

Forms	Who Should File?	Where to File?	Application Fee
I-134	Everyone	Paper Application & Mail In	Free
I-539	Everyone <i>*Except A, G & NATO</i>	Online <i>*A, G & NATO Must Do Paper Application & Mail In</i>	\$420
I-566	A, G & NATO only	Paper Application & Mail In	Free
I-901	Everyone	Online	\$350
G-1145	A, G, NATO, V, T & U	Paper Application & Mail In	Free

* The [USCIS Fee Calculator](#) can be used to estimate your filing fees. Select a form to view fee information.

Official Mailing Addresses for F-1

Type of Postage	Mailing Address
Express/Courier Services (UPS, FedEx, DHL)	USCIS ATTN: I-539 2501 S. State Highway 121 Business, Suite 400 Lewisville, TX 75067
U.S. Postal Service (including USPS Express Mail)	USCIS P.O. BOX 660166 Dallas, TX 75266
Nearest Post Office to Hunter College	East 70th Street (between 3rd and 2nd Ave)
Nearby FedEx Office Print & Ship Center	1200 Third Avenue (between E. 69th & 70th Street) Location Hours Phone: (212) 452-0142

Next Steps After Submitting Required Documents

Once all required documents are submitted, the Hunter DSO will issue you an initial I-20 for your change of status. Once you receive your I-797 Approval Notice confirming your change of status to F-1, **you must submit a copy of this notice within seven (7) business days**. Failure to submit the approval notice within the required timeframe **will result in your F-1 status being automatically reverted from "approved" to "terminated"** in SEVIS. **If you need to leave the U.S., please contact the DSO to inform them of your plans.** The DSO can provide an initial attendance I-20 so you can schedule an appointment at the U.S. embassy in your country to apply for an F-1 visa to return for your studies. If you have obtained another status and no longer wish to pursue the change to F-1, **you must notify the DSO so they can cancel your F-1 I-20 request.** Otherwise, your F-1 approval could automatically override your current immigration status.