



Office of International Affairs

International Student and Scholar Services
Student Success Center 0300 (lower level)
Campus Box 1616 Edwardsville, IL 62026
Email: iss@siue.edu

Applying for Reinstatement to F-1 Status

A. Request a reinstatement I-20 from ISSS

- 1) Make an appointment with your immigration advisor to discuss reinstatement application eligibility and procedures by emailing iss@siue.edu.
- 2) Request your SEVIS record be transferred to SIUE from your previous school. Complete the transfer-in form provided by the Office of International Admissions at SIUE and follow the procedure outlined by your previous school to have your SEVIS record released.
- 3) Request a reinstatement I-20 by completing the request form linked on the reinstatement page of the ISSS website. You must be fully admitted to SIUE and have submitted financial documents to International Admissions before ISSS can issue your I-20.

B. Gather all materials for reinstatement application

1. A completed Form [I-539](#) and Form [I-539A](#) for each of your dependents (if applicable). Indicate in Part 2 that the purpose of the form is reinstatement to student status.
2. A request for reinstatement letter, written and signed by you, explaining why you fell out of status and why the circumstances were beyond your control. In this letter, you must specifically request that USCIS reinstate your F-1 student status. Describe your violation. You must state the reason for the status violation and indicate
 - how your violation of status resulted from circumstances beyond your control or that failure to be reinstated would result in extreme hardship
 - the effect of failure to receive reinstatement
 - that you are currently pursuing or intend to pursue a full course of study at SIUE
3. A new, original, I-20 created for you by the ISSS for the purposes of reinstatement which you have signed and dated.
4. Copies of your passport and visa, and [a printout of your I-94](#).
5. Copies of all I-20s previously issued to you.
6. Transcripts from all academic institutions attended in the U.S. and proof of current enrollment, if applicable.
7. Financial documentation showing [one year of tuition, fees, and living expenses](#).
 - If your sponsor is not your parent and is either a U.S. citizen or permanent resident, he or she must fill out a [Form I-134 Affidavit of Support](#).
8. Checks or money orders payable to *the Department of Homeland Security* for the I-539 filing fee and biometrics fee. Check for updated fee amounts [here](#).
9. A copy of your original I-901 SEVIS Fee payment receipt.
10. Any other documentation to help support your case (i.e. medical documentation, or DSO letter if due to DSO's error)

C. Mail your application to USCIS

Once you receive your new Reinstatement I-20, mail your reinstatement application with all required documents to the USCIS Service Center.

For U.S. Postal Service (USPS):

USCIS
PO Box 660166
Dallas, TX 75266

For FedEx, UPS, and DHL deliveries:

USCIS
Attn: H4
2501 S. State Hwy. 121 Business Suite 400
Lewisville, TX 75067