Checklist for F-1 Reinstatement

To apply for reinstatement to F-1 status, the student must make an appointment with an adviser at the International Services Center. If applying online, all documents must be scanned and then uploaded. The student must submit the following documents:

- Completed, printed I-539 Form, or filled online at [www.uscis.gov](http://www.uscis.gov)
- Personal check/money order/bank check made payable to U.S. Department of Homeland Security for $290.00 (online applicant must pay with a credit card)
- I-20 Request Form
- A letter stating
  - Circumstances beyond the student’s control for being out of status
  - Reason(s) that failure to receive reinstatement to lawful F-1 status would result in extreme hardship to the student (the student provides the detail of the hardship)
  - That the student is currently pursuing, or intends to pursue, a full course of study
  - That the student has not engaged in unauthorized employment
- Financial documents [bank statements, affidavit of support (Form I-134), etc.]
- A copy of complete passport
- A copy of visa page
- A copy of I-94
- Copies of previous I-20s
- Copy of Social Security card, if you have one
- If the student has been arrested, submit the police clearance letter from the jurisdiction where the arrest took place, a certified copy of the arresting officer report, and a certified copy of the court disposition
- All applicable transcripts from U.S. institution
- DSO letter documenting timeline and any applicable information