CHANGE OF STATUS: H-4 DEPENDENT TO F-1 STUDENT

In order to change status while in the United States from an H-4 dependent to F-1 student, you and your H-1B spouse must be in the United States in valid H-4 and H-1B status at the time you are requesting this change.

If you are currently an H-4 student and changing status to F-1, you must maintain F-1 regulations by being admitted into a full-time academic program and registered fulltime each semester.

NOTE: *If you are traveling outside the U.S., you can accomplish the change of status upon reentry if you take the Form I-20 and financial documents with you and obtain an F-1 Visa at a U.S. Consulate. Then, you can enter the U.S as an F-1 student.*

APPLICATION PROCEDURE

Your request to the United States Citizenship and Immigration Services (USCIS) for change of status should consist of the following:

PART #1: Make an appointment and bring the following to OISS:

- Completed Form I-20 Application (attached)
- Form I-94
- Passport
- Financial verification
- Wayne State University admissions letter

PART #2: The student must send the following documents to the Service Center

- Completed Form I-539 (http://www.uscis.gov/i-539)
- Completed Form G-1145 (https://www.uscis.gov/g-1145)
- Copy of original Form I-20 signed and dated
- Copy (both sides) of Form I-94
- Financial verification
- Copies of you and your spouse's H-1B and H-4 approval notices
- Copies of your spouse's valid immigration forms: Form I-94
- Copies of the data pages in each individual's passport
- You must pay the SEVIS fee of $350 prior to submitting your change of non-immigrant status application. (You can pay this fee on-line at http://www.fmjfee.com)

PART #3: Send the documents from PART #2 by certified mail to either:

For U.S. Postal Service (USPS) Deliveries:
USCIS
PO Box 660166
Dallas, TX 75266

For Express Mail and Courier Deliveries:
USCIS
ATTN: I-539
2501 S. State Hwy. 121 Business
Suite 400
Lewisville, TX 75067

NOTE: It may take up to 6 months to get a response from USCIS. If you have not received an answer after 4 months from the date the application was received by USCIS, speak with an advisor in OISS. You can check your status at http://www.uscis.gov/portal/site/uscis with your receipt number.