



## Reinstatement after SEVIS Record Termination or Completion

### Depart the US and reenter with an initial attendance I-20

- √ Your visa must be valid; you do not need a new visa if returning to the United States within 5 months of your exit date.
- √ You must apply for an Initial Form I-20 from Parkland.
- √ You must exit the United States and return as an initial entry in a new F-1 nonimmigrant status (initial admission). If you choose this option, you will need to **pay the SEVIS I-901 fee**.
- √ You will also lose credit for any time accumulated toward qualifying for benefits like practical training.

### File for Reinstatement from within the US:

- √ You will only be considered for reinstatement as an F-1 student if you establish:
  - you are **not more than 5 months beyond the date of termination**
  - the violation of status was due to circumstances beyond your control or failure to reinstate would result in extreme hardship;
  - you are pursuing or will pursue a full course of study;
  - you have not been employed without authorization; and
  - you are not in removal/deportation proceedings

**NOTE:** While reinstatement is pending, you are **not in F-1 status** and therefore may not work and **may not travel outside the US**. You **must** remain a full-time student while waiting for approval.

### Prepare the following items:

**Form I-539** (Application to Extend/Change Nonimmigrant Status) \*\*Check the box Part 2, item 3, for reinstatement.

**Photocopies** of your **passport, visa, and I-94 document**

**Letter to USCIS** "To Whom It May Concern" that includes:

- Your name, address and telephone number; Your passport number and the expiration date
  - Request for reinstatement
  - **Explain why you failed to maintain your F-1 status**
  - State the following specifically: you are pursuing or intend to pursue a degree in (state your major) and are enrolled as a full-time student (transcript may be included); you have not engaged in unauthorized employment; you are not deportable on any ground other than overstaying or failure to maintain your status
  - State how failure to receive reinstatement to lawful F-1 status would result in extreme hardship to you
- \*\*\*BE THOROUGH AND SPECIFIC IN YOUR LETTER TO USCIS\*\*\*

**Current bank statement** (within 3 months of the reinstatement filing date) showing that you have sufficient (U.S. dollars) available to spend for one year of education at Parkland. If a sponsor will be funding your education, he/she must provide an **affidavit of support (I-134)**, found at [www.uscis.gov](http://www.uscis.gov), Immigration Forms link.

**Bank check for Filing Fee** made to Department of Homeland Security

**Supporting documents** that can help your case (transcripts, doctor's note, etc.)

**Photocopies** of any **I-797 Approval Notices** giving previous approval for changes or extensions of your status

**G-1145. E-Notification of Application/Petition Acceptance**; Include this form if you wish to receive electronic notification that your application has been accepted.

**Parkland's International Admissions Advisor will issue a Form I-20: Reinstatement Requested**

Send all documents to the [appropriate address](#); you will receive notice from USCIS within 6 months.

If the application is approved, you will receive a notice of approval.

If the application is denied, you will receive a Departure Notice.

Please bring any correspondence from USCIS to the International Admissions Office. Keep the response as proof of your reinstatement.