

The International Center at Bunker Hill Community College will process your admission application. Due to changes in the Change of Status processing, we are not able to assist you with the change of status process. We advise that you seek advice from an immigration lawyer. Please consult <http://www.ailalawyer.org/> for a list of immigration attorneys in the area.

CHANGE OF STATUS INFORMATION

WHAT YOU NEED TO KNOW ABOUT CHANGE OF STATUS in the United States

While the Change of Status application is an individual application which you submit directly to USCIS, the International Center can provide limited assistance with the change of status process.

In order to be eligible to change your status to F-1, your current status must be valid until 30 days before the start of your academic program and you must continue to maintain your current status until your change of status is approved.

Nonimmigrant visa holders in the following categories are not permitted to change to F-1 status from within the U.S. and must instead change status through Consular Processing:

- ☐ M-1 students
- ☐ C, D, and K nonimmigrants
- ☐ WT and WB visitors admitted under the Visa Waiver Program
- ☐ J-1 physicians admitted to receive graduate medical education or training
- ☐ J nonimmigrants subject to the 212(e) 2-year foreign residence requirement (unless you receive the Waiver)

Applicants in B-1/B-2 status cannot enroll in classes until the change of their status to F-1 is approved. As of May 29, 2015, applicants in F-2 status cannot enroll full-time in classes until the change of status to F-1 is approved.

Once in F-1 status, you must be enrolled full-time (12 credits) each semester and you cannot work without prior authorization.

STEPS FOR APPLYING TO CHANGE YOUR STATUS TO F-1 WITHIN U.S.:

1. Check with our immigration lawyer if you are eligible for a change of status at this time
2. If yes, apply and be admitted to a program at Bunker Hill Community College as an international student
3. Contact the International Center and request a change of status I-20
4. After you receive your I-20, pay the I-901 SEVIS fee at <https://www.fmjfee.com/>
5. Consult your immigration lawyer regarding the completion of the I-539 form, and the list of supporting documents you should gather and submit with your application.

STEPS AFTER YOU SUBMIT YOUR CHANGE OF STATUS APPLICATION TO USCIS

1. Send an email with your receipt number from USCIS to international@bhcc.edu
2. If you receive a **Request for Further Evidence (RFE)** please contact your immigration lawyer immediately.
4. If your application is not approved before the start date of your program on your I-20, please contact your immigration lawyer for assistance.
5. When USCIS makes a decision on your application, they will send you a paper receipt and then a decision notice (Form I-797A, Notice of Action) by mail. **Please email a copy of that notice to the International Center at international@bhcc.edu or bring the copy to our office.**

IF YOU MOVE WHILE YOUR APPLICATION IS PENDING

If you change your mailing address, the postal service will not forward mail sent to you by USCIS. Any changes to your address while your application is pending must be sent to the International Center at international@bhcc.mass.edu **and** also at USCIS online at <http://www.uscis.gov/ar-11> or by mailing the Form AR-11 to the appropriate address.

Questions? If you have questions about your pending application with USCIS, feel free to reach out to the National Customer Service Center at USCIS directly by dialing: 1-800-375-5283. If you have questions or concerns after you have received your I-20, please contact your immigration lawyer.