



INTERNATIONAL LANGUAGE INSTITUTE

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INFORMATION FOR CHANGE OF STATUS APPLICANTS

To enroll at ILI before changing status:

1. Submit an application: <http://ilidc.com/es/enroll/> and pay the \$75 application fee.

To change your status:

1. Fill out the I-539 Form: <http://www.uscis.gov/files/form/i-539.pdf>
2. Submit either your bank statement or your sponsor's bank statement showing at least \$2000 for each month of study to cover your estimated expenses. The statement should be recent (no older than 3 months) and needs to include the account holder's name, the currency and balance.
3. If you have a sponsor, submit one of the following:
 - If your sponsor is a citizen or permanent resident of the United States, he or she will need to complete an affidavit of support which can be found at: <http://www.uscis.gov/files/form/i-134.pdf>
 - If your sponsor does not live in the United States, he or she must write a letter saying that they are your sponsor.
4. Draft a letter explaining the reason for changing your status. You must also state that after you have completed your studies, you will return to your home country.
5. Make out a check or money order in the amount of **\$370** (effective 12/23/16) to: **U.S. Department of Homeland Security**
6. Pay the \$200 SEVIS fee (payable to ILI).
7. Pay the \$20 FedEx Express Mail Fee for your application to be sent to USCIS (payable to ILI).
8. Provide a copy of the following: your passport picture page, your visa and your original I-94. If you were on a J-1 visa, please provide a copy of your J-1 visa/J-1 stamp in your passport and your DS-2019.

Once you provide us with all of the above, you will need to meet with ILI's DSO, Ms. Karen Epps, so that your application can be reviewed. Please call ILI ahead of time to make sure he is available to meet with you. Once the Director has accepted your application, we will issue you an I-20 and send your Change of Status Application to the immigration service center. Please note that the Change of Status Application has to be sent before your current visa expires.