



WESTERN MICHIGAN UNIVERSITY

F-1: REINSTATEMENT

F-1 student status *may or may not* be reinstated to lawful F-1 status at the *discretion* of the United States Citizenship and Immigration Services (USCIS). In lieu of pursuing reinstatement, students may choose to timely depart the United States to avoid accruing additional unlawful presence. A student may request a new initial I-20, pay a new SEVIS fee, and apply for a new visa.

USCIS may decide to exercise discretion to reinstate the student to lawful F-1 status, if he or she:

1. establishes to the satisfaction of USCIS that the violation of status resulted from circumstances **beyond the student's control** or that failure to receive reinstatement to lawful F-1 status would result in **extreme hardship** to the student;
2. is currently pursuing, or intending to pursue, a full course of study at the school that issued the Form I-20;
3. has not engaged in unauthorized employment; and
4. is not deportable on any ground other than section 241(a) (1) (B) or (c) (i) of the Act {overstaying or failing to maintain status}. {8 CFR 214.2(f) (16) (i)}

REQUIREMENTS:

- If you are currently working on campus, you must notify your supervisor and stop working immediately. You may resume on-campus employment only if your reinstatement application is approved in SEVIS.
- If you have engaged in any unauthorized on- or off-campus employment, you are not eligible to apply for reinstatement.
- You must enroll full-time while your reinstatement is pending.
- Applying for a reinstatement does not guarantee that it will be granted. Prepare your application thoroughly and completely.
- If you have previously been granted a reinstatement, it is less likely that your second reinstatement application will be approved.
- Remember! Reinstatement is not the only option available to you. You may choose to obtain a new I-20, apply for a new F-1 visa, and return to the U.S. to resume your study. Please consult with an immigration advisor.
- If you leave the U.S. while the reinstatement application is pending, USCIS will consider your reinstatement application abandoned. If you decide to withdraw the application, please see an Immigration advisor for the withdrawal procedure.

Printed Name of Student (Last, First Middle)

WIN

INTERNATIONAL STUDENT AND SCHOLAR SERVICES
WESTERN MICHIGAN UNIVERSITY ♦ 3110 FAUNCE STUDENT SERVICES
KALAMAZOO, MICHIGAN 49008-5246 ♦ (269) 387-5865 ♦ FAX (269) 387-5899

APPLICATION PROCEDURE

It is important that you do NOT delay applying for reinstatement. Even with a status violation reason beyond your control, failure to file for reinstatement within **five months** of the violation may cause you to be ineligible for a reinstatement recommendation I-20 at WMU.

Make an appointment with an immigration advisor in International Student and Scholar Services (I3S) to receive a Reinstatement I-20. Then, send the following documents by certified mail with return receipt (clearly indicate, "Reinstatement" on bottom left corner of envelope) to:

USCIS
ATTN: I-539
2501 S State Highway 121 Business
Suite 400
Lewisville, TX 75067

According to the USCIS website, your reinstatement application should include:

- Completed Form I-539 (with "REINSTATEMENT" written in big, bold letters on top) *current form found here: <https://www.uscis.gov/i-539>* and I-539A for each co-applicant **(IMPORTANT: Visit www.USCIS.gov/i-539 for form validity, pending litigation)**
- Completed Form G-1145 *found here: <https://www.uscis.gov/i-539>*
- \$370 filing fee plus \$85 biometric fee for each applicant and co-applicant **(as of March 22, 2019)** – personal check made payable to Department of Homeland Security
- Copy of I-20 for each applicant and co-applicant (be sure to sign at #11) – File application with USCIS no later than 30 days from issuance of reinstatement recommendation I-20
- Proof of SEVIS fee payment if you have been out of status for more than five months
Found here: <http://www.fmjfee.com>
- Arrival/departure record for **each** applicant **and** co-applicant *found here: www.cbp.gov/i94*
- Copy of passport (identity and expiration page) and visa for **each** applicant **and** co-applicant
- Copies of previously issued Form I-20 for **each** applicant **and** co-applicant
- New financial document as indicated on Reinstatement I-20
- Written statement explaining your situation, and why you have failed to maintain valid F-1 status (also confirm that the above four statements are true)
- Official WMU transcripts
- Any other supporting documentation

If the reinstatement application is approved, USCIS will send you the processed I-20 and Reinstatement approval. Upon receiving these documents from USCIS, please **immediately** provide a copy to International Student and Scholar Services (I3S).

➡ Upon SEVIS termination, students are no longer eligible to work. WMU Human Resources will be notified. Your employment and pay will be terminated. You may resume on-campus employment only if your reinstatement is recommended in SEVIS.

I understand and agree to the statements above. I also understand that if I stay in the United States to pursue reinstatement that I may be subject to 3year/10year bars.

Student Signature

Date

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