

CHANGE OF STATUS INSTRUCTIONS

F-2 to J-1

You will need to submit the following documents, stapled together and in the exact order listed below to the U.S. Citizenship and Immigration Services:

1. Check for \$290 payable to Department of Homeland Security
2. Form I-539 completed
3. Copy of receipt for \$180 SEVIS I 901 Fee
4. Copy of your J-1 DS-2019 signed
5. Proof of finances from J-1
5. Copy of F-2 I-20
6. Copy of F-2 Form I-94 (<https://i94.cbp.dhs.gov/i94/request.html>)
7. Copy of the identification page in passport (i.e. photo, expiration date, birth date...) and visa stamp page
8. Copy of Acceptance Letter

PREFERRED METHOD OF APPLYING FOR COS: Apply and submit all documents online through USCIS ELIS.

MAIL IN OPTIONS: Make photocopies of all documents for your own records and send using one of the following options:

CERTIFIED MAIL, RETURN RECEIPT REQUESTED, to:

USCIS Dallas Lockbox
PO Box 660867
Dallas, TX 75266

or

UPS/EXPRESS MAIL to:

Attn: AOS, 2501 S. State Hwy. 121 Business, Suite 400
Lewisville, TX 75067

Remember: This procedure just changes your status. If you travel outside the U.S. after your change of status has been approved, you will still need to apply for a J-1 visa stamp in your passport.