

F-1 Change of Status Policy Acknowledgment

This form must be completed by individuals seeking to obtain a Change of Status I-20 form (Certificate of Eligibility Form) from Northern Virginia Community College. By completing and signing this form you certify the following:

1. I am eligible to apply for a change of status to a non-immigrant F-1 based on my current visa status.
2. I understand that I must submit my applications to both NOVA and USCIS before my current eligible status expires or my application will not be eligible for change of status.
3. I understand my current visa status must be valid **at least one month beyond** the submission date. This is calculated only after all pieces of the application have been submitted and are complete.
4. I understand that if USCIS has not approved my petition for a change of status by the program start date listed on my I-20 form, NOVA will defer my start date to the next semester up to three semesters. If I do not respond to emails from NOVA requesting an update to my COS application within the time requested, my I20 status will be canceled by NOVA.
5. If my I-901 SEVIS F1 Processing fee is not paid on-line to at the time of my application, USCIS will not review my petition to change status and NOVA will not be able to defer my application. This fee is separate from the NOVA application and I-539 "Application to Change Non-immigrant Status" filing fees.
6. I am aware that I also have the option of traveling back to my home country to apply for the F-1 visa.
7. I understand current processing times for Change of Status applications are averaging between 12-18 months and is dependent on USCIS and not NOVA.
8. If my COS is approved, I must notify OIS immediately to enroll in a full course of study for the next available semester or my visa will be terminated.
9. I understand NOVA's international advisors and staff are not qualified to provide legal advice due to each individual's unique case and can only provide basic guidance regarding the I20 application process.

Applicant Information

Applicant Name: _____

SIS ID: _____

Email: _____

Telephone: _____

Signature acknowledging the above guidance: _____

Date: _____

Current Visa Status information

What is your Visa Type? _____

When does your current visa status expire? _____

I have sought legal advice from a lawyer

Yes

No

I plan to

For OISS use only

Date reviewed: _____ Approved by: _____

Current status: _____ / Gap: days Deferral: _____ / _____ / _____ / _____

Program start date (I-20): _____ /