

F-1 Visa Reinstatement Policy for International Students at UTC

If you fail to maintain your F-1 student visa status due to circumstances beyond your control, there are two ways to regain it: apply for reinstatement while in the U.S., or depart the U.S. and seek reentry with a new initial I-20.

OPTION 1: REINSTATEMENT

When requesting reinstatement, you must show United States Citizenship and Immigration Services that you intend to pursue a full course of study in the next available semester at UTC; have not been out of status for more than five months at the time of filing the reinstatement request; have not engaged in unauthorized employment; violated status due to circumstances beyond your control; and are not deportable on any grounds other than overstaying your F-1 visa.

Reinstatement Application Procedure

1. Schedule an appointment with your international student advisor to discuss your options to regain F-1 status.
2. Submit a new I-20 request form. For “Reason for requesting a new I-20,” select “Other” and write “Reinstatement.”
3. Prepare the following documents and present them to your international student advisor:
 - a. New acceptance letter
 - b. Form I-539
 - c. Form I-539 filing fee paid by money order, personal check, or cashier’s check made payable to the U.S. Department of Homeland Security, or with a credit card using Form G-1450
 - d. Photocopies of your passport, visa, and current [I-94](#)
 - e. Photocopies of all previously issued I-20s
 - f. Proof of funding, accompanied by a support letter from your sponsor if the funding is not in your name
 - g. A letter requesting reinstatement to F-1 status which describes your situation and truthfully explains why you failed to maintain status
 - h. Photocopies of current UTC transcripts and transcripts from any previously attended U.S. schools
4. Retrieve your I-20 from the Center for Global Education office (Lupton Hall 117) once you receive an email stating it is ready for pickup. Please allow 10 business days for I-20 processing.
5. Mail all the documents listed above to the appropriate filing address for your Form I-539
 - **Via the USPS:** USCIS, P.O. Box 660166, Dallas, TX 75266
 - **Via FedEx, UPS, or DHL:**
USCIS, ATTN: I-539, 2501 S. State Highway 121, Business Suite 400, Lewisville, TX 75067

Keep in mind that once a decision is made regarding your reinstatement request, you may NOT appeal it. You should be prepared to leave the U.S. immediately in the event that USCIS does not approve your request.

OPTION 2: TRAVEL AND REENTRY

In some cases, you may be able to reestablish your F-1 student status by departing the U.S. and reentering with a new initial I-20, rather than applying for reinstatement. You may do this by obtaining a new initial I-20 from UTC, then departing the U.S. and returning. If you wish to choose this option, keep the following in mind:

- If the F-1 visa stamp in your passport has expired, you must apply for a new visa.
- Re-Entry to the U.S. after an F-1 status violation is viewed by USCIS as “initial attendance” under F-1 status.
- Upon reentering the U.S., you must comply with the restrictions placed on new F-1 students.
- After reentering the U.S. following an F-1 status violation, you will be prohibited from engaging in CPT for one academic year, the waiting period required by USCIS for CPT eligibility.