

# Los Angeles Harbor College International Student Program

## CHANGE OF STATUS INFORMATION

### Admission:

- Submit the CCCApply application: **\*\*Create an account and complete the application\*\***
- Submit required LAHC Admission documents:
  1. Affidavit Of Support
  2. Permission To Release Information
  3. Emergency Contact Form
  4. Proof Of Funds \$29,000.00 USD
  5. One Original Passport Photo Size
  6. Copy Of Valid Passport
  7. Copy Of Visa
  8. Copy Of I-94
- Pay the Non-refundable \$50.00 USD International Student Application fee using student portal or in person.
- Meet with the International Student Program Counselor to create an educational plan to achieve your goals.
- All students on an F-1 Visa are required to enroll in 12 units.

### United States Citizenship and Immigration Services:

- Mail completed Form I-539 ( Application to Change/Extend Nonimmigrant Visa)
- Form I-20
- Form I-94
- Copy of visa
- Copy of passport
- Financial documents
- Form I-539 Filing Fee (to U.S. Department of Homeland Security)

Note: You may not depart the U.S. for any reason while Form I-539 is pending. Exiting the U.S. will cancel the reinstatement petition.

### Approval/Decline of Change of Status:

- If denied you must:
  - Immediately depart U.S.
  - Immediately abandon classes
  - Pay fees for classes you will not complete.



INTERNATIONAL  
STUDENT PROGRAM

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## CHANGE OF STATUS INFORMATION

**STEP 1**

Obtain **CHANGE OF STATUS I-20 and acceptance letter** from LAHC International Student Program

**Step 2**

Review Form I-539 instructions and gather the following documents

Form I-20

Form I-94

Copy of visa

Copy of passport

Financial documents

Form I-539 Filing Fee ( to U.S . Department of Homeland Security )

**STEP 3**

Mail Form I-539 and supporting documents in an envelope addressed to current Service Lockbox Filing Locations. We recommend you also review the "Form Filing Tips"

**STEP 4**

You can expect the following letter responses:

Receipt of application

Request for Evidence (RFE)

Approval / Decline letter

**Note:** Follow RFE request, failure to reply may result in immediate **DECLINE** of your application

### Current J1 Visa Holders:

You may begin classes, even if your **CHANGE OF STATUS** is pending when semesters begins.

### Current B1 Visa Holders

You may **NOT** begin classes if your **CHANGE OF STATUS** is pending **OR** if your current visa type does not allow you to enroll in classes. You will need to speak with the international advisor before the semester begins to discuss your options