

SAMPLE LETTER FOR CHANGE OF STATUS REQUEST

U.S. Citizenship and Immigration Services (USCIS)
Texas Service Center
P.O. Box 851182
Mesquite, TX 75185-1182

To Whom It May Concern:

I would like to request a change of status from my (insert current status) status to that of F-1, full-time student.

I came to the U.S. _____ months ago to _____. (Explain your reason for coming to the U.S. and why now you want to be a full-time student, i.e., you have become aware of the educational opportunities available here in the Dallas area).

I have been accepted at El Centro College and would like to pursue full-time study and complete an Associate degree in _____. (write your major) This would allow me to return to my home country with a recognized degree and assist me in gaining secure employment at home.

Thank you for considering my request.

Sincerely,
(your signature)
Your Name