



Request for Reinstatement to Active F1 Student Status

SECTION I: Student Information

First Name: _____ Last Name: _____

CCID: _____ Email address: _____

SECTION II: Reason for requesting Reinstatement

My record was terminated on ___/___/___ for _____ (reason). I understand that I am eligible to request Reinstatement but that approval of my Reinstatement application is not guaranteed. I understand that, if I am denied Reinstatement, I must depart the United States within 15 days.

SECTION III: Student responsibilities while pursuing Reinstatement through Cambridge College

Pursuant to 8 C.F.R. § 214.2(f)(16)(c), I understand that I am **required to continue studying full-time at Cambridge College while my Reinstatement application is pending review**. I understand that, while my application is pending review, I am not permitted to engage in employment at any time. I understand that transfer to another institution, departure from the United States, failure to enroll or in a full course of study, or drop below full-time registration for any reason in a required term constitutes abandonment of the Reinstatement petition.

I have been advised of these responsibilities and restrictions and understand that it is my responsibility to abide by them while my application for Reinstatement is pending.

Signature

Date

SECTION IV: Departmental Approval

In order to be eligible for Reinstatement, F1 non-immigrant students must be enrolled for a full course of study in all required terms while the Reinstatement application is pending. "Full course of study" for undergraduate study is defined in 8 C.F. R. § Sec. 214.2(f)(6)(i)(B) as "at least twelve semester or quarter hours of instruction per academic term," and for post-graduate study is defined in 8 C.F.R. § Sec. 214.2(f)(6)(i)(A) as "certified by a DSO as a full course of study." Cambridge College certifies 8 semester hours of instruction per academic term as full-time for graduate students.

Upon review of the student's record, the Dean of the student's program must certify one of the following:

- The student is eligible to continue full time study at Cambridge College.
- The student is on academic probation and is eligible to continue full-time study at Cambridge College for one term, after which s/he will either be removed from academic probation or dismissed from the school.
- The student has been dismissed from Cambridge College and is ineligible to continue full time study.

Name (printed): _____ Signature: _____

Title: _____ Date signed: ___/___/___

Email address: _____ Extension: _____



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SECTION V: Procedure for requesting Reinstatement

Please follow these steps, **in order**, for completing a petition for Reinstatement to F1 student status. Note that your application for Reinstatement may be delayed if you fail to complete any of these steps, or fail to complete them in order.

1. Complete sections 1 through 4 of this form. This form is not complete if any of the required information or signatures are missing.
2. Visit www.uscis.gov/uscis-elis and create an account. Note: It is of **utmost importance** that you write down both the email and password associated with this account. Resetting a lost/forgotten password is difficult.
3. Email the International Student Advisor to make an appointment to go through the Reinstatement process. If you would like to log in to your USCIS ELIS account and begin answering the questions there, you may do so. You may also wait until your appointment and go through the questions with the International Student Advisor. This is your choice entirely.
4. Bring all required supporting materials to the International Student Office when you come for your appointment. The materials required for a Reinstatement application are:
 - a. **This form**, completed and signed.
 - b. **Essay**, written by the student and emailed to the International Student Advisor, in which you state:
 - i. The circumstances under which you violated your F1 status
 - ii. How you plan to avoid violating your status again in the future
 - iii. Why you are requesting reinstatement/what goals you have which require you to complete your degree with Cambridge College
 - iv. What you will do if your Reinstatement application is rejected.
 - c. I-901 payment receipt. If you do not have this, the International Student Office can print one for you.
 - d. Filing fee of \$290.00, which can be paid in one of two ways:
 - i. Debit/Credit card with sufficient funds for paying the fee
 - ii. Personal check, made payable to "United States Customs and Immigration Services"
 - e. Financial Documents dated no older than 3 months:
 - i. Must show at least \$30,000 in financial capability
 - ii. Must be accompanied by a completed and signed Affidavit of Support if the funds are in a sponsor's name
 - f. Original I-94 card
 - g. Current, unexpired Passport
 - h. F1 visa OR a different status visa and proof that you were granted a change of status to F1
 - i. Current I-20
5. Complete and submit the application, all supporting materials, and fee through USCIS ELIS.
6. Wait for a decision to be made on your application. If you receive any form of communication from USCIS, notify your International Student Advisor immediately.

SECTION VI: International Student Office approval

Student record reviewed: ___/___/___ Application completed: ___/___/___ P/DSO initials: _____

Notes: _____
