Changing Academic Level  
and/or  
Beginning a New Degree Program

If you will finish a program of study but still continue studying at UMSL, this form describes the steps that need to be taken for you to stay in good status. To ensure that you stay in good F-1 or J-1 status, you need to follow the two steps below before you finish your current level/program.

Please note: we cannot process your request if any of the following points apply to you:

1) You have a hold on your student account
2) You are currently not enrolled as full-time student (unless our office has given you written authorization to drop below full-time status)
3) You have ever failed to complete a full-time load of courses in any previous semester (this includes delayed (DL), excused (EX), and nonparticipation (FN) grades, none of which count towards full-time enrollment)

1. Apply for admission to the new program
   - Do this about two to three months before you finish your current program
2. After you are admitted, turn in a request for a new I-20 or DS-2019 to our office. This request should include:
   - The “Immigration Document Request for a New Program” form (attached);
   - Proof of admission to the new UMSL program (an admission letter); and
   - Proof of financial support for one year of study (use the chart below to determine the minimum amount of funding that must be shown).

<table>
<thead>
<tr>
<th>2017-2018 Academic Year Costs</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Resident Tuition</td>
<td>$21,862</td>
<td>$20,621</td>
</tr>
<tr>
<td>Room and Board</td>
<td>$10,512</td>
<td>$10,512</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$1,700</td>
<td>$1,700</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$34,074</strong></td>
<td><strong>$32,833</strong></td>
</tr>
</tbody>
</table>

*If you have dependents in the US, additional annual funds of $4000 for a spouse and $3500 per child must be shown.
Immigration Document Request for a New Program

Your Name: ____________________________________ , ______________________________

Student Number: ____________________________     Today’s Date: _____________________

Email Address: ______________________________    Your Visa Status:

Are you a sponsored student?  ☐ No  ☐ Yes (Please select below)

☐ SACM     ☐ Fulbright/IIE/IREX     ☐ CBIE     ☐ Other: ____________

Have you continuously maintained your status?  ☐ Yes  ☐ No—Explain__________________________________________

Do you have any holds on your account?  ☐ Yes  ☐ No—Explain__________________________________________

Have there been any other unreported changes to your immigration record (such as change of name, address, citizenship, additional dependents?)  ☐ Yes  ☐ No

If yes, describe ______________________________________________________________________

Current Degree Program/Major: ______________________________

Current Level: ☐ Bachelor’s  ☐ Master’s  ☐ Graduate Certificate  ☐ PhD  ☐ OD

Future Degree Program/Major: ______________________________

Future Level: ☐ Bachelor’s  ☐ Master’s  ☐ Graduate Certificate  ☐ PhD  ☐ OD

Will you be traveling outside of the United States soon?  ☐ No  ☐ Yes

If yes, please answer the questions below.

1. What is your departure date and where will you be travelling?

2. When does your visa expire? __________________________________________

Do you have any dependents (spouse, children) currently in F2 status?  ☐ No  ☐ Yes

If yes, check how many dependents below:

☐ Spouse

☐ Children—# ________

*If you need to add any new dependents, please see the “Inviting dependents” packet

For use by ISSS staff only

Date completed: __________________     DSO Initials: __________________