



## COS Student Checklist

### Students changing their immigration status in the U.S.

*Note: These instructions only apply to students in the U.S. in a status that allows for full-time study (H-1B, J-2, etc.). If you are not sure if your current status allows for full-time study, please contact your OIA adviser.*

Accept admission offer.

Prepare documents to receive I-20 or DS-2019.

Submit complete documentation to unit.

*Your academic department receives your package and enters your information into the University database. Once this process is finished (2 weeks to 1 month, but could be longer) your file is submitted to OIA where your visa eligibility document is prepared (approximately 2 weeks assuming your file is complete).*

Receive I-20 or DS-2019.

Pay SEVIS fee (<http://fmjfee.com>)

Prepare Change of Status application and mail to USCIS. More information about changing status can be found here: <http://tinyurl.com/oiacos>.

*Applications can take up to 4-5 months. Provide OIA a copy of your approval documents once you receive them.*

Submit an online check-in form within three business days of arriving in Chicago

Complete OIA and other mandatory orientations.

Begin class!