

The College of New Jersey  
**APPLICATION FOR REINSTATEMENT TO F-1 STUDENT STATUS**

**INFORMATION ABOUT REINSTATEMENT APPLICATION PROCESS**

- The Center for Global Engagement will send your application to USCIS, certified mail, return receipt requested.
- USCIS will take about four months to review your application and reply to us. We will contact you as soon as we hear from them. **YOU MAY CONTINUE YOUR STUDIES WHILE THE APPLICATION IS BEING PROCESSED.**
- If you decide to travel before you receive an answer to your application, consult the Center for Global Engagement first!

**HOW TO APPLY FOR REINSTATEMENT TO F-1 STUDENT STATUS**

1. COMPLETE THE FOLLOWING ATTACHED FORMS:

- **Application to Extend/Change Nonimmigrant Status (Form I-539)**  
(If you cannot access this link, go to <http://www.uscis.gov/portal/site/uscis>—click on “Immigration Forms” and download Form I-539.)
- **Attachment to Form I-539 – REQUEST FOR REINSTATEMENT TO F-1 STUDENT STATUS. You are pleading with Immigration to permit you to continue your studies at TCNJ!** You must write your request with that in mind. *It is up to you to convince the Immigration Officer* who will review your application that you qualify for reinstatement.

2. ATTACH THE FOLLOWING DOCUMENTS TO YOUR APPLICATION:

- **Evidence.** Attach documents that prove your case.
- **Your new I-20 Form** from TCNJ.  
*If we are preparing your I-20 Form for you now, you can sign it when you bring your Reinstatement Application into the office.*
- **Photocopies of all previous Forms I-20 you have been issued** by TCNJ and former schools.
- **Original Form I-94** Departure Record. Remove it from your passport carefully. A photocopy is not accepted.
- **Form I-539 Fee** in the form of a money order. Make it payable to U.S. Citizenship and Immigration Services or USCIS.

Fax: 609-637-5128

Phone: 609-771-2596

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<b>ATTACHMENT TO FORM I-539 Request for Reinstatement to F-1 Student Status</b>
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NAME: \_\_\_\_\_  
  family or last  first  middle

VIOLATED F-1 STATUS FOR THE FOLLOWING REASON OR REASONS IN THE  
\_\_\_\_\_ SEMESTER.

- [ ] Less than full-time, *but would have qualified for authorized Reduced Course Load.*
- [ ] Less than full-time
- [ ] Missed deadline for \_\_\_\_\_
- [ ] Terminated by previous school due to \_\_\_\_\_
- [ ] Other: \_\_\_\_\_

\_\_\_\_\_  
(Center for Global Engagement signature)  
Date: \_\_\_\_\_

<b>STUDENT’S EXPLANATION OF CIRCUMSTANCES</b>
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Dear Immigration Officer:

- [ ] THE VIOLATION OF STATUS WAS BEYOND MY CONTROL.
- [ ] I WOULD HAVE QUALIFIED FOR AN AUTHORIZED REDUCED COURSE LOAD BUT I DIDN’T APPLY IN TIME.

BECAUSE \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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I DESERVE REINSTATEMENT TO F-1 STUDENT STATUS BECAUSE:

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IF I'M NOT REINSTATED,

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Signature and Date