Procedures to Change from F-1 to F-2 Status

1. Have your spouse obtain a dependent I-20 from their school. If they are a student at ISU, they will need to complete the Dependent I-20: Student Request e-form by following the links below on the ISSO website:
   Cystart » F-1 Graduate/Undergraduate Student Services » Dependent I-20 (F-2 Spouse or Child)

2. Print and complete Form I-539 from the USCIS Web site at www.uscis.gov/files/form/i-539.pdf. If you provide ISSO’s address on the Form I-539, your notices will be sent to ISSO.

3. Make an appointment with an ISSO advisor to review documents for the final change of status application. Bring the following to this appointment:
   - Completed Form I-539 (typed)
   - Completed Form G-1145 (typed)
   - Copy of your F-2 I-20
   - Copy of your F-1 I-20
   - Personal check or money order for $290 payable to the U.S. Department of Homeland Security
   - 3 month of financial documentation to cover tuition, fees and living expenses
   - Personal statement detailing your request to switch to F-2
   - I-94 record (find at www.cbp.gov/i94)
   - Photocopy of the following documents:
     - All previously issued I-20s
     - Visa page and passport (picture, number, expiration date)
     - Proof of family relationship to the F-1 (e.g., photocopy of marriage certificate, if spouse; photocopy of birth certificate, if child)

   Photocopy of the principal F-1’s:
   - I-94 record
   - Current I-20
   - Visa page and passport (picture, number, expiration date)

5. ISSO will mail all documents listed in step 4 by certified mail to:

   United States Citizenship and Immigration Services
   P.O. Box 660166
   Dallas, TX 75266

6. When USCIS makes a decision on your change of status application, they will mail your receipt notice to ISSO (provided that you supplied ISSO’s address on the Form I-539). When your receipt notice arrives in ISSO, you will receive an email stating that you need to collect the receipt within one week.

***Please be aware that F-2 dependents cannot work and may only study part-time at a college or university.***