



Change to F1 Status Checklist & Procedures

Changing your status allows you to change your non-immigrant status while remaining in the US. You will not receive a new visa; visas are only issued outside the US. Submit an application to USCIS for a change of status.

STEP 1: Apply for Admission to BEI and obtain a Form I-20

Personal Information (+ dependents if applicable):

- Passport Photo Page copy
- Current Visa Page copy (including entry stamp)
- I-94 Arrival/Departure Record (<https://i94.cbp.dhs.gov>) copy

Financial Support:

- Funding is determined by tuition, cost of living, miscellaneous costs, and dependents (if applicable).
 - F1 only: \$19,920
 - F1 and one F2 dependent: \$27,120
 - F1 and two F2 dependents: \$31,320
 - F1 and three F2 dependents: \$35,520
- **Who is sponsoring your studies?**
 - Your own Funds:
 - Bank Statement not older than 6 months with transaction history
 - Funds from a Sponsor (Parent, Relative, Friend):
 - Bank Statement not older than 6 months with transaction history
 - Support Letter signed by sponsor
 - Government of Private Scholarship:
 - Scholarship Letter (must include your name, duration of funding, and nature of funding)

BEI's Application:

- International Student Enrollment Agreement
- Dependent Addendum (if applicable)
- \$300 Registration Fee
- Tuition Deposit of 6 weeks (\$1635)

*Allow 3-5 business days to process your I-20 packet.

STEP 2: Pay I-901 SEVIS fee

I-901 SEVIS fee:

- Pay the \$350 fee online at www.fmjfee.com
- You will need 2 numbers:
 - SEVIS ID #: N0000000000
 - School Code: HOU214F00389000

STEP 3: I-539 Application & I-539A for dependents

Before submitting your application, BEI needs the following:

- I-134 financial form
- \$370 filing fee (check or money order)
- \$85 biometrics fee (for applicants and dependents)
- I-20 packet including letter of acceptance from BEI
- Letter of why you want to change to F1 status
- FMJ fee receipt
- Passport photo page
- Visa page
- I-94
- Financial support documents and translations if not originally English

BEI's Filing Assistance

- \$500 Assistance Fee
- Filing Assistance Agreement

Available Sessions: Each cycle is 7 weeks long. To maximize your language immersion, we require our students to enroll in a minimum of **two cycles**. Please see the schedules below:

[Intensive English Program – Morning](#)
Monday- Friday/8:30 am – 12:30 pm
The cost of one cycle is \$1,820.00

2023

Cycle 1: January 9 – February 24, 2023
Cycle 2: February 27 – April 14, 2023
Cycle 3: April 17 - June 2, 2023
Cycle 4: June 5 – July 21, 2023
Cycle 5: July 24 – September 8, 2023
Cycle 6: September 11 – October 27, 2023
Cycle 7: October 30 – December 15, 2023

2024

Cycle 1: January 8 – February 23, 2024
Cycle 2: February 26 – April 12, 2024
Cycle 3: April 15 – May 31, 2024
Cycle 4: June 3 – July 19, 2024
Cycle 5: July 22 – September 6, 2024
Cycle 6: September 9 – October 25, 2024
Cycle 7: October 28 – December 13, 2024

[Intensive English Program - Evening](#)
Monday-Friday/ 1:30 pm – 5:30 pm
The cost of one cycle is \$1,820.00

2023

Cycle 1: January 23 – March 10, 2023
Cycle 2: March 13 – April 28, 2023
Cycle 3: May 1 - June 16, 2023
Cycle 4: June 19 – August 4, 2023
Cycle 5: August 7 – September 22, 2023
Cycle 6: September 25 – November 10, 2023
Cycle 7: November 13 – December 29, 2023

2024

Cycle 1: January 22 – March 8, 2024
Cycle 2: March 11 – April 26, 2024
Cycle 3: April 29 – June 14, 2024
Cycle 4: June 17 – August 2, 2024
Cycle 5: August 5 – September 20, 2024
Cycle 6: September 23 – November 8, 2024
Cycle 7: November 11 - December 27, 2024