

SAMPLE LETTER
for a
CHANGE of STATUS

Date

United States Citizenship and Immigration Service
ATTN: I-539
2501 S. State Highway 121 Business
Suite 400
Lewisville, TX 75067

Dear Sir/Madam:

I am submitting this letter in application for a change of status from _____ to _____. Originally, I entered this country in order to _____ (accompany my spouse; tour the United States; as the son or daughter of someone on a G or other visa, or other reason). Now, I have been offered an opportunity to study for my _____ degree at Syracuse University's Department of _____.

I can assure you that I have not worked illegally at anytime since my arrival in this country. I can also assure you that I will maintain my status as a full-time student if you grant this request. Thank you, in advance for your consideration of this petition.

Sincerely,

Your signature
Your name (printed)
Your address