Please note: Change of visa status process generally takes between 4-9 months and approval is not guaranteed. Students cannot begin the semester or register for courses at Century College until an approval notice is received.

**STEP 1: Apply to Century College**
- Complete the online application to Century College and pay the $20 application fee
- Submit a copy of high school certificate or college degree showing date of completion, and English translation
- Sign and submit International Student Agreement Form
- Sign and submit Financial Responsibility Form (student signature and financial sponsor signature if sponsor is supporting)
- Submit financial documents or bank statements showing ability to pay for 1 year of tuition, fees and cost of living
- Submit Supplemental Admissions Form
- Complete Century College Accuplacer assessment test (test can be completed after submitting online application)

**STEP 2: Upon acceptance, receive official Form I-20 and pay SEVIS ID registration fee (I-901 fee)**
- Receive acceptance letter and official Form I-20 with International Student Advisor signature in blue ink
- Register I-20 SEVIS ID number and pay $350 registration fee online at www.fmjfee.com Keep a copy of the receipt.

**STEP 3. Complete and submit Form I-539 (Application to Extend/Change Nonimmigrant Status) to USCIS**
- Complete and submit Form I-539 with application fee of $370 and biometric fee of $85, and official Form I-20
- Wait to hear response from USCIS. A response time will generally take between 4-9 months, sometimes longer. Application fees will not be refunded if denied change of status. **STUDENTS CANNOT REGISTER FOR COURSES UNTIL AN APPROVAL NOTICE IS RECEIVED.**

**STEP 4. Receive approval notice and prepare for class registration**
- Receive Official Change of Status Approval Notice from USCIS
- Bring official approval notice to International Student Admissions at Century College for confirmation
- Follow all Century College instructions for preparing for semester start

For more information on completing the Form I-539 please visit the United States Citizenship and Immigration Services (USCIS) website at: [https://www.uscis.gov/working-united-states/students-and-exchange-visitors/students-and-employment/changing-a-nonimmigrant-f-or-m-student-status](https://www.uscis.gov/working-united-states/students-and-exchange-visitors/students-and-employment/changing-a-nonimmigrant-f-or-m-student-status) and [https://www.uscis.gov/i-539](https://www.uscis.gov/i-539)

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