

F-1 STUDENT CHANGE OF MAJOR

US immigration law requires F-1 students to notify International Student Services immediately about any change to their academic program. These changes must be reported to SEVIS. Failure to report academic program changes including a change of major to International Student Services can put a student's immigration status at risk.

When this form is received and verified, an updated I-20 will be processed and printed to reflect new major.

Change of Major for Undergraduates

1. Apply for a change of major through the Registrar's Office <http://utsa.edu/advise/docs/Change-of-Major-Form.pdf>
2. When the change of major has been approved, contact your Academic Advisor to complete the change of major form
3. Submit the completed change of major form to International Student Services
4. Pick up updated I-20 from International Student Services after two business days, then sign and date the I-20

Change of Major for Graduates

1. Apply for a change of major through the Graduate School <http://utsa.edu/advise/docs/Change-of-Major-Form.pdf>
2. When the change of major has been approved, contact your Graduate Advisor of Record to complete the change of major form
3. Submit the completed change of major form to International Student Services
5. Pick up updated I-20 from International Student Services after two business days then sign and date the I-20

Change of Major for Sponsored Students

1. Verification letter or email from government sponsor approving the change of major
2. When the change of major has been approved, contact your Academic Advisor/Graduate Advisor of Record to complete the change of major form
3. Submit the completed change of major form to International Student Services
4. Pick up updated I-20 from International Student Services after two business days then sign and date

Extension of Stay

If the change of major delays the expected date of graduation, submit the following documents to International Student Services to request an extension of stay.

- Confirmation of Financial Resources Form <http://international.utsa.edu/forms/confirmation-of-financial-resources/>
- Supporting financial information such as a bank statement, financial guarantee, or scholarship award letter
- Updated degree plan signed by academic advisor with semester-by-semester plan of action

Student Acknowledgment

I, _____, understand that F-1 visa students are required to immediately report any change in academic program to International Student Services in order to maintain immigration status. I acknowledge that not reporting this change to International Student Services in a timely manner can negatively impact my F-1 visa status.

Student Signature _____

Date __ / __ / ____

F-1 STUDENT CHANGE OF MAJOR

TO BE COMPLETED BY STUDENT

Last Name _____ First Name _____

Student ID _____ Phone (____) ____ - ____ Email _____

Current US Address _____

Student Signature _____ Date __ / __ / _____

TO BE COMPLETED BY ACADEMIC ADVISOR/GRADUATE ADVISOR OF RECORD

Student ID _____ Previous Major _____ New Major _____

Expected Date of Graduation _____ Academic Standing _____
Semester/Year

Advisor's Name _____ Title _____

Advisor's Signature _____ Date __ / __ / _____

Phone (____) ____ - ____ Email _____

Comments (if any)

FOR ISS USE ONLY Academic Standing: 1st Term GS Prob Dism Current Credit Hours: ____ Previous Credit Hours: ____
Local Address: Current Violation Telephone: Current Violation Email: Current Violation
I-20/DS-2019 Pending Active Terminated I-20/DS-2019 Expiration: __/__/____ Passport Expiration: __/__/____
Extension Documents: Confirmation of Financial Resources: Yes No Supporting Financials: Yes No
Degree Plan: Yes No