



HCC ID: _____

COS Checklist – Documents for OISS&SA
(to be used as cover sheet for documents collected during the Change-of-Status workshop session)

Personal Information:

Family (Last) Name First Name Date of Birth (MM/DD/YY)

Visa type _____ I-94 expiration date _____ Visa expected termination date (if applicable) _____

Attach documents # 1- 7 (only complete packets will be collected for processing)

1. _____ SEVIS Form I-20 Application (Type the information online and then print and sign it.)
2. _____ Copy of the signed Legal Waiver and Release Form
3. _____ Passport photocopy (biometric page only)*
4. _____ Copy of visa (or Change of Status approval notice I-797 where applicable)*
5. _____ I-94 - you may also print out your I-94 at <https://i94.cbp.dhs.gov/I94/#/home>) *
6. _____ Financial Documentation: UCSIS expects COS applicants to provide evidence for financial support covering the full amount shown on the I-20: **\$22,980** for the primary F-1 applicant and **\$4, 400** for each dependent.
7. _____ \$75 Application Fee (copy of the receipt or check or money order payable to HCCS)

**Provide this document for all dependents (spouse/ children) listed in the application, as well as marriage and birth certificates. I-94 for the primary visa holder when applicable.
All supporting documents should be in English or translated in English. If you submit documentation that include foreign currency, calculate the value in U.S. Dollars and include evidence of the source for the currency conversion exchange rate. <http://www.xe.com/currencyconverter/>*

For Office use only:	
<input type="checkbox"/>	Student has met eligibility requirements Y N
<input type="checkbox"/>	COS session attendance comment in PeopleSoft Y N
<input type="checkbox"/>	F1/COS and B1/B2 hold (if on B1/B2) + Term _____
<input type="checkbox"/>	ISCOS Checklist
<input type="checkbox"/>	Packet given to _____
<input type="checkbox"/>	Comments: _____

DSO initials _____	Date _____