



### Change of Education Level Information

After receiving admission to a new degree program, students should request and updated Form I-20 with the new information listed on the first page. This request is to be made within the student's Compass account. Because you are remaining at The University of Georgia at a new degree level you are not required to pay the new SEVIS fee before applying for the visa and returning to the U.S., if applicable. Documents necessary for the Change of Level are:

- Copy of Valid Passport
- Copy of Current I-20
- Financial Documentation- less than 6 months old
- Proof of Admission to new degree program

Prior to the start of the new degree level, students are required to complete online immigration check-in, even if the student has studied at UGA in the past at a different degree level. This process is completed entirely online through the student's Compass account. Failure to check-in in a timely manner may result in the termination of the SEVIS record.

If students plan to travel between the degree levels, a new visa may be required if the previous visa has expired. If you need a new F-1 visa, you should present this form, along with the following required documents, to the U.S. Consulate in your home country:

- proof of financial support
- evidence of non-immigrant intent
- the visa application forms DS-160, available at the U.S. consulate or online here (see the Forms & Fees section): <https://travel.state.gov/content/travel/en/us-visas.html>
- two photographs
- visa processing fee receipt (separate from the SEVIS fee receipt)
- valid passport

Please be advised that you may be subject to an additional security check that might delay the visa application process by a month or more.

You will also need to present the I-20 form to the Immigration official at the port of entry when you arrive in the U.S. Your passport should be valid six months longer than you expect to be in the U.S. and should be renewed in a timely manner. If entering the U.S. by land from Canada or Mexico, there is a \$7.00 (U.S.) fee for the I-94 card that will be issued at the U.S. border and stamped by an Immigration inspector.

As you are changing degree level, you are allowed to enter the U.S. more than 30 days in advance of your academic program start date, as listed on your I-20 form, but you must not attempt to enter after that start date. When you enter the United States, an immigration officer will return the Form I-20 to you, after stamping the upper right corner of that form, and stapling Form I-94 to it or to your passport. **Retain the form;** it is the record of your stay in the U.S. as an international student. You will need it for re-entries to the U.S., for practical training authorizations, or for transfers to another school. If the officer does not return the form to you, let us know and we will issue you a replacement I-20 when you arrive on campus.



**Office of Global Engagement**  
**UNIVERSITY OF GEORGIA**

Immigration Services  
1324 S. Lumpkin Street, Athens, GA 30602  
immigration@uga.edu  
(706) 542-2900 fax: (706) 583-0123

To maintain your student status, you must enter the U.S. using the I-20 form issued by the institution where you intend to enroll by the start date listed on the form. You must be enrolled as a full-time student (except for vacation periods) and not accept unauthorized employment off campus. F-1 students are allowed to work **on campus** up to 20 hours per week and full-time during vacation periods. Note that off-campus employment is authorized either by the United States Citizenship and Immigration Services (USCIS) or Immigration Services on campus through application procedures, and only in very limited circumstances. Please see your international advisor before accepting any employment or volunteer positions. You must also notify our office within 10 days of any change in your address, or your academic program, while in the U.S.

We urge you to read all emails from [immigration@uga.edu](mailto:immigration@uga.edu). The bulletins are an excellent way to ensure you will be notified of any pertinent changes to U.S. immigration regulations, and also of any programming or upcoming events sponsored by our office.

If you have any questions, please contact the Immigration Services. You may set up an appointment with an International Student Advisor to discuss your case further. Please call the front desk (706) 542-2900, or email [immigration@uga.edu](mailto:immigration@uga.edu) to set up an appointment. We look forward to working with you on your case.