



# Request to Add Dependent as F-2 Visa Holders

Office of International Students & Scholars

Revised March 28, 2017

F-1 students who would like add dependents (spouse or children) to their records as F-2 visa holders must fill out this form and provide the following for each dependent: 1) copy of passport, 2) proof of relationship (i.e. marriage certificate or birth certificate), 3) proof of funding of \$4000 per dependent per year.

## PLEASE NOTE:

- F-2s are prohibited from ANY form of employment (paid or unpaid) while in the U.S. [8 CFR § 214.2(f)(15)(i)]
- F-2s are permitted to study **part-time** effective May 29, 2015 [8 CFR § 214.2(f)(15)(ii)]
- Only your spouse or children qualify for F-2 status. [8 C.F.R. § 214.2(f)(3)]  
All other family members or friends must apply for the visa appropriate for their visit.

## Gaining F-2 Status

Issuance of the I-20 for your dependent does not give your dependent F-2 status in the United States. There are two ways for your dependent to obtain F-2 status: 1) apply for an F-2 visa at a U.S. Consulate abroad and enter the U.S. on their F-2 status or, 2) apply for change of status to F-2 by mail within the United States, if they are already in the country under a different visa status.

### 1) Applying for an F-2 Visa at a U.S. Consulate Abroad

If your dependents are not in the United States, you must mail the new I-20, financial documentation, and supporting documents (i.e. proof of relationship, your offer letter, etc.) to your dependent abroad so that they may apply for an F-2 visa at a U.S. Consulate. Dependents do not need to pay the SEVIS fee.

Mail the following to your dependent:

- Original I-20 for each dependent
- Financial documentation
- Proof of relationship (i.e. marriage certificate, birth certificate, adoption certificate)
- Copy of your Passport, F-1 visa, and I-94 card or printout
- Copy of your I-20
- Copy of your SEVIS fee payment receipt
- Copy of your academic transcripts from ESTHER
- If you are currently on post-completion OPT, copy of your EAD card and job offer letter
- OISS supporting letter for F-2 visa interview

After your dependent is approved for an F-2 visa, they may enter the United States in F-2 status using their I-20. They will be given a stamp at the port of entry which should say F-2 D/S. You should provide OISS with copies of the I-20s, visa stamps, and printed I-94 information of any dependents that arrive on a Rice I-20.

### 2) Applying for Change of Status within the United States

Your dependent may apply for a change of status within the United States by submitting an application to the USCIS after obtaining an I-20 from the OISS. To be eligible to apply for a change of status, your dependent must be in valid non-immigrant status and the application for change of status must be received by USCIS prior to the end date of their current non-immigrant status. Your dependent should not travel outside of the U.S. while a change of status is pending.

Submit the following documents to the USCIS:

- Completed I-539 form: <http://www.uscis.gov/i-539>
- Check for \$370 (fee subject to change) made payable to U.S. Department of Homeland Security
- Cover letter explaining the circumstances leading to the need for a change of status
- Original I-20 issued to dependent for F-2 status
- Financial documentation
- Proof of relationship (i.e. marriage certificate, birth certificate, adoption certificate)
- Photocopy of dependent's passport (biographic pages, current visa stamp, passport expiration date)
- Photocopy of F-1 student's passport (biographic pages, F-1 visa stamp, I-94 card or printout) & I-20 form
- Dependent's **original** I-94 card if they have one

The address for USCIS is located in the instructions for the I-539 at [www.uscis.gov](http://www.uscis.gov).

