

I-20 Change in Degree Level/Change of Classification

I understand that I must submit a copy of my new I-20 to my department and, if I will be working on campus, to UH Human Resources.

Name of student _____

Signature _____

Major _____ UH ID _____

Date _____

Change in Degree Level or Change of Classification, for example, if postbaccalaureate, study objective must be indicated.

Note: The change in degree level I-20 (or change of classification, with specific study objective, e.g. second Bachelor's or Postbaccalaureate I-20) must be obtained within 60 days of the completion of your current degree requirements (usually the official closing of the semester) or within 30 days of the start of a new semester in a new degree program, whichever comes first. The I-20 must accurately state your level of study or classification with correct study objective. Any change in degree level (higher or lower) or the start of a new degree program at the same level requires a change in degree level I-20 to be issued (e.g. changing from Bachelor's to Masters, Master's to Master's, Master's to Ph.D. etc.). A change in degree level requires a new I-20, not a program extension! If your current I-20 has time remaining before it expires, you still need a new I-20 for a new degree level or a new degree program.

Evidence of Financial Support

For a change in degree level or classification, evidence of financial support is **required**. Check with the front desk to determine amount of financial support that is required, and to determine if you must also provide us with any additional documentation, such as a valid passport, current I-20, etc. **Note:** If you are employed on campus, e. g. Research Assistant (RA), Teaching Assistant (TA), etc., and entitled to pay in-state tuition based on your employment or a scholarship, new financial support evidence is required. As applicable, please bring the following documents.

- RA's, TA's, & Fellowships: Complete an Assistantship Fellowship Verification form (available at ISSSO or at our website: issso.uh.edu).
- Scholarships: Verified with a letter/scholarship recipient verification form (available at ISSSO) from your college or supplying agency. It should also state if you are eligible for resident tuition.
- Funds from a sponsor or personal account: Bring a current bank statement or a letter on official bank letterhead (not older than 2 months). If your sponsor is not your parent and is either a U.S. citizen or permanent resident, he/she will need to complete Form I-134 Affidavit of Support (available at the Front Desk of ISSSO or can be downloaded at <http://uscis.gov/graphics/formsfee/forms/files/i-134.pdf>).

CHANGE IN DEGREE LEVEL or CHANGE OF CLASSIFICATION

NOTE: Graduate students (e.g. Master's to Ph.D.) and students who change their classification (e.g. Second Bachelor's or Postbaccalaureate) are generally required to complete a General Petition form with their department or college of major and obtain the required signatures for approval. Also note, some colleges may have additional requirements.

Academic or Faculty Advisor, please check the following reason(s) that applies to this student: EFFECTIVE : _____
Semester / Year

- The student is changing level of study from Master's to the Ph.D. level on this date: _____.
- The student is beginning a second Master's at the University of Houston on this date: _____.
- The student passed the qualifying exams for the Ph.D. program on this date: _____.
- The student successfully defended proposal for the Ph.D. program on this date: _____.
- The student is changing level of study from Ph.D. to the Master's level on this date: _____.
- The student is postbaccalaureate, and the study objective is indicated as: 1. ____ Second bachelor's degree

2. ____ certification, indicate type _____ e.g. teacher; etc. 3. ____ prerequisite/requirements for graduate study

The new expected date of completion for all degree requirements of the new degree/study objective is _____.

Advisor's Name _____

Signature: _____

Date: _____