



CHANGE OF STATUS (COS) AGREEMENT

This agreement outlines the conditions under which the Intensive English Center (IEC) at Tennessee State University (TSU) will process your Change of Status (COS) application.

Financial Requirements:

- **Initial Payment:** You are required to pay a deposit of \$2,680.00 before IEC begins processing your COS. This deposit will be credited towards your first session tuition if you enroll at IEC. This amount will be refunded only if your COS application is denied by USCIS.
- **Premium Processing and SEVIS Fees:** Within 5 business days of receiving your I-20 form, you must submit payment receipts for both the USCIS Premium Processing Service and the SEVIS fee. Failure to provide these receipts within the timeframe will result in the cancellation of your I-20. IEC does not process COS applications without Premium Processing.

Financial Verification:

- To obtain your I-20 form, you will need to provide bank statements demonstrating a minimum balance of \$15,000.00. This amount should include at least \$5,000.00 extra for your spouse and \$2,500.00 for each dependent child (if applicable).

Cancellation and Refund Policy:

- If your COS application is denied by USCIS, you will receive a full refund of your initial deposit (\$2,680.00) and any paid tuition.
- If you receive your I-20 but fail to provide the required payment receipts within 6 business days, your I-20 will be canceled, and your initial deposit will be refunded at 75%.

Your Responsibilities:

- You are solely responsible for completing the entire COS application process with USCIS.
- You are responsible for adhering to all deadlines outlined in this agreement.

Understanding and Agreement:

By signing below, you acknowledge that you have read and understood the terms and conditions outlined in this agreement.

Signature: _____

Date: _____

Printed Name: _____

Receipts Deadline: _____

Received by: _____

FOR OFFICIAL USE

Tuition Fee receipt: _____

Submission date: _____