

PROGRAM EXTENSION (F-1)

Background Information

You have been admitted to the U.S. for “duration of status”, which is defined as:

1. the time during which you are pursuing a full course of study and making normal progress toward completing that course plus,
2. the time you may be working in authorized “practical training” upon completion of your course of study.

The U.S. Citizenship and Immigration Services grants duration of status to F-1 students by entering the notation “D/S” in the upper right hand corner of the I-20 form and the I-94 card.

Eligibility

If you are unable to complete your program of study by the date of completion indicated on your form I-20, you may be eligible to apply for a program extension. Acceptable delays include situations caused by compelling academic or medical reasons such as changes of major or research topics, unexpected research problems, or documented illnesses. In general, you must be in good academic and immigration standing.

You are not eligible to apply for program extension if:

1. the delay was caused by academic probation or suspension;
2. the completion date on your form I-20 has expired;
3. you have not maintained valid F-1 status; or
4. you do not otherwise meet the eligibility requirements stated above.

If you are not eligible to apply for program extension USCIS considers you in violation of your student status. Therefore, you must make an application to the USCIS for reinstatement to F-1 student status. Contact OISS for information on applying for reinstatement.

Application Procedures

You may apply for an extension at any time before the date of completion on your I-20 form. If you plan to travel outside the United States, then you must also apply for program extension prior to your departure.

To apply for a program extension, provide the Office of International Students & Scholars (OISS) with the following documents:

1. “Academic Advisor’s Recommendation...” form; and
2. evidence of financial support for the duration of proposed extension (up to 12 months).

An OISS staff member will:

1. verify your eligibility to apply for program extension;
2. if eligible, update the Student and Exchange Visitor Information System (SEVIS), and prepare a new form I-20 indicating a new completion date; and
3. give you your new I-20 form.

NOTE: If you will be departing the U.S., you must present form I-20 at a U.S. Embassy or Consular office to apply for a visa, if needed. You must also present the new form I-20 to the USCIS officer at the port of entry.

**Academic Advisor's Recommendation for
Extension of Time Limitation for a Program of Study**Student name (*last, first*): _____

Student number: _____

I-20 Completion of Studies date: _____ / _____ / _____

Student level: Undergraduate Masters Ph.D

Academic Advisor: This form is provided to facilitate the communication of certain information required by immigration regulations. Its completion is needed for a student in F-1 status to be granted an extension of the time limitation placed by the USCIS upon the student's current program of study. Any questions you may have can be directed to the Office of International Students and Scholars (OISS) at 280-6021. Please complete this form in full and return it to OISS located in IC 125. Thank you for your assistance.

1. Has this student been continuously enrolled for a full course of study? Yes No

2. This student will complete requirements for his/her current program on or about: _____ / _____ / _____

Please note that due to Student and Exchange Visitor Information System (SEVIS) limitations, we may approve maximum extensions of up to one year at a time. (mm/dd/yyyy)

3. This student has not yet completed the current program of study due to (please check all reasons which apply)

 Delay caused by a change in major field of study Delay caused by a change in research topic Delay caused by unexpected research problems Delay caused by lost credits upon transfer to our school No unusual delay. The original length of time given to complete studies was not reasonable for an average student in this program Other (please explain here or type a letter): _____

4. For graduate students only, please indicate

 Thesis/Dissertation Defense Date: _____ / _____ / _____ Non-Thesis/Dissertation Exam/Final Project Date: _____ / _____ / _____

Please note that the defense date or exam/final project date is required for one-semester extensions.

I therefore recommend that this student be allowed additional time to complete studies.

Academic Advisor's signature: _____

Academic Advisor's Name _____

Title: _____

Department: _____

Date: _____ / _____ / _____

Graduate School signature: _____

Date _____ / _____ / _____

Date forwarded to OISS: _____ / _____ / _____

Date received from advisor: _____ / _____ / _____