

As a student in F-1 or J-1 status, it is required that you finish your degree program of study by the completion date on your current form I-20 or DS-2019. If you are not able to complete your degree by that date, you must request a Program Extension no later than one month before the date your I-20 or DS-2019 will expire.

To be eligible to obtain a Program Extension, you must show that you have continually maintained status and that the extension is needed due to compelling academic reasons (such as a change of major or research topic), unexpected research problems or a documented medical reason (official medical documentation must be submitted with Program Extension form).

IMPORTANT NOTES:

- **Immigration regulations state that delays in completing your program caused by academic probation of studies or suspension are not acceptable reasons for a Program Extension.** Please see an advisor in the ISSS Office for options and further information.
- Extension Requests will not be granted solely because the student was delayed by engaging in employment such as CPT (Curricular Practical Training).
- A student who only has the thesis or equivalent remaining may apply for post-completion OPT while completing the thesis/dissertation (per clarification from the Student & Exchange Visitor Program).

If you fail to extend your I-20/DS-2019 in a timely fashion, or you do not meet the eligibility requirements to apply for a Program Extension, you will need to apply for reinstatement to legal F-1/J-1 status; in that case, you will need to contact the ISSS Office for reinstatement information and procedures.

I certify that I have read and understand the above information.

Signature _____

FIT ID Number _____

HOW TO APPLY FOR A PROGRAM EXTENSION

Make an appointment to meet with your academic advisor. **Section A** must be completed by the student. **Section B** must be completed by your assigned academic advisor or your academic major's department head.

NOTE: An I-20/DS-2019 can only be extended for the length of no more than one year.

Submit the following to the ISSS Office at least one month before the I-20/DS-2019 expiration date:

1. Completed Program Extension Recommendation form (along with any required documentation)
2. Current proof of financial support documents ("sponsored students" must submit an updated financial guarantee)
3. Proof of extended health insurance coverage through end of program extension date (J-1 students only)

ISSS will then determine your eligibility for a program extension. If approved, you will receive an email notifying you to come to the ISSS Office to pick up your new I-20/DS-2019 document; please remember to bring your student ID.

PART A: TO BE COMPLETED BY STUDENT

NAME: (as it appears on I-20 or DS-2019) _____ Last/Family _____ First _____ Middle _____

FIT ID Number _____ Phone Number _____

Level: Freshman Sophomore Junior Senior Master's Ph.D.

Major _____ Current I-20/DS-2019 End Date _____

FIT Email Address _____

Do you have dependents here in the United States with you? No Yes: How Many? _____

Current visa status? F-1 J-1 Have you applied for an extension before? No Yes

I am requesting a Program Extension due to: Academic Reasons Medical Reasons (medical documentation must be on file with ISSS)

I understand that if I am on Academic Probation, I may need to apply for BOTH a Program Extension and Reinstatement to legal immigration status.

Signature _____ Date _____

PART B: ONLY TO BE COMPLETED BY YOUR ASSIGNED ACADEMIC ADVISOR OR YOUR ACADEMIC MAJOR'S DEPARTMENT HEAD

The above mentioned student's program plan indicates the following:

Credits Completed _____ Credits Remaining to Complete Program _____

Current GPA _____ Is student currently on Probation or Academic Warning? No Yes

Is this student currently working on his/her thesis/dissertation? No Yes: Estimated Completed Date? _____ (mm/dd/yy)

NOTE: Immigration regulations state that delays in completing a program caused by academic probation of studies or suspension are not acceptable reasons for a Program Extension. The student will have to submit a completed Program Extension form AND may have to apply for reinstatement to legal student status through the ISSS Office.

Based upon the information provided above, the new expected graduate date is _____ NOTE: An I-20/DS-2019 can only be extended for no more than one year.

Academic Advisor's or Department Head's Name (printed) _____

Department _____ Phone Extension _____

Email _____ Date _____

Signature _____