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F1 STUDENT PROGRAM EXTENSION REQUEST FORM

POLICY: After the Program Completion Date on a student’s Form I-20 (Certificate of Eligibility), the student’s SEVIS record will auto complete within 60 days, unless a program extension is requested.

An F-1 student currently maintaining legal status and attending classes as scheduled, but unable to complete the course of study by his/her Program Completion Date is eligible to apply for a program extension. The delay must be caused by compelling academic or medical reasons. Delays caused by academic probation or suspension are not acceptable reasons for program extension. A minimum three (3) weeks BEFORE the student’s Program Completion Date, a program extension request may be submitted to the International Student Services Office. A student seeking program extension after the program completion date is considered out of status and must file for reinstatement with USCIS.

Student Name: _____

SEVIS ID: N _____

Current Program Completion Date

(see Section 5 on Form I-20):

____/____/____
Month / Day / Year

Proposed Program Completion Date

(recommended by Academic Advisor):

____/____/____
Month / Day / Year

ACADEMIC DEPARTMENT: Explain the compelling academic or medical reasons that delay completion of the program before the current completion date (Please read the “Policy” section above for reference):

AEP students only: This student has received the following CEFR score(s) _____

This student is maintaining a full-time program of study as per school policy. YES NO

This student’s transcript is attached and shows the student is making progress. YES NO

This student’s account is current and the student has no overdue balance. YES NO

By signing below, I approve of this student’s application for program extension.

Academic Advisor

Date

School Manager

Date