



PROGRAM EXTENSION REQUEST



**INTERNATIONAL STUDENT
AND FACULTY OFFICE**

STUDENT						
<p>This request form is to extend F-1 or J-1 stay, if you will not complete your current degree by the date indicated on your Form I-20 or Form DS-2019. The Request Form must be completed by the student and the academic advisor, and returned to our office together with the financial proof sufficient enough for the period being extended. Upon the receipt of all the documents, the Request will be processed accordingly.</p>						
Family Name			Given Name		Middle Name	
Degree Pursuing	Bachelors		Masters		Doctoral	
Major						
ACADEMIC ADVISOR						
<p>International students in F-1 or J-1 status are required to maintain a full course load during each Fall and Spring semester, and to make satisfactory progress toward degree completion. The student named above requests to extend her/his academic program. In order to assist the student in complying with the U.S. immigration regulations, we will greatly appreciate if you can provide the following information.</p>						
Estimated date of completion:						
Reason for change in expected completion date (please check as appropriate):						
	Student must complete () credit hours to satisfy requirements.					
	Student has completed all course work and is currently working on thesis/dissertation.					
Additional Comments:						
Signature of Advisor			Advisor name printed		Date	
FINANCIAL PROOF (please check as appropriate)						
The student must provide financial proof sufficient enough for the period being extended.						
	Student's personal bank statement(s)					
	Financial sponsor's bank statement(s)					
	Financial support letter from the sponsor if supported by a financial sponsor					
	Letter of Graduate Assistantship from a Department(s)					
	Proof of Tuition Waiver from the school					
	Proof of Scholarship(s) from our school or any other organization					
	Others (please specify):					
Signature of Student					Date	