



## F1 STUDENT PROGRAM EXTENSION REQUEST FORM

**DEADLINE:** A minimum three (3) weeks **BEFORE program completion date** in Section 5 on current Form I-20, program extension request must be submitted to OISS. SEVIS record would close automatically after the program completion date. A student seeking program extension after the program completion date is considered out of status and must file for reinstatement with USCIS.

**ELIGIBILITY:** An F-1 student currently maintaining legal status and making normal progress toward completing the degree program, but unable to complete the course of study by the program completion date in Section 5 on the Form I-20 is eligible to apply for program extension. The delay must be caused by compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses. Delays caused by academic probation or suspension are not acceptable reasons for program extension.

Student Name: \_\_\_\_\_ SEVIS ID: N\_\_\_\_\_

RUID: \_\_\_\_\_ Degree : \_\_\_\_\_ Major: \_\_\_\_\_

Program completion date in Section 5 on current I-20 \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Month/ Day / Year

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have dependent(s) in F-2 status?  Yes  No

**FINANCIAL SUPPORT :** Proof of financial support must be provided for the first year of the new extension period or to the end of extended period if shorter than one year. Tuition and living expenses depend on degree level, major and period of extension. Please list the amount of funds and attach original financial documentation.

Sponsor Funding (attach official evidence of funding and sponsor letter): \$ \_\_\_\_\_

Rutgers University funding (attach letter of assistantship, scholarship, job offer, etc): \$ \_\_\_\_\_

Dependent support: spouse \$5,000 and or child \$3,500 (attach official bank statement) \$ \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Today’s Date** \_\_\_\_\_

## ACADEMIC DEPARTMENT APPROVAL

The international student above is in F1 student visa status. His/Her program is soon to end in SEVIS (Student & Exchange Visitor Information System), the web-based system that the U.S. Department of Homeland Security uses to track international students and their schools. In order to maintain legal status, the student is applying for program extension.

F1 regulations require that the student must be studying/researching full time, making normal progress toward completing the degree program and the delay of his/her degree completion is not caused by academic probation, separation, or suspension.

- Is the student in good academic standing?        \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Has the student been studying/researching full time? \_\_\_\_\_ YES        \_\_\_\_\_ NO
- How many credits has the student completed? \_\_\_\_\_
- How many more credits will the student have to complete? \_\_\_\_\_
- If graduate student, when did/will the student complete coursework? \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Month/ Day /Year
- Is the student considered making normal progress towards completing the degree program?        \_\_\_\_\_ YES        \_\_\_\_\_ NO
- What is the academic reason that this student has not completed his/her program in the normal allowable time? Please explain in details.

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- What is the new expected completion date of this student's program? \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Month/ Day /Year
- Do you approve the student's application for program extension?    \_\_\_\_\_ YES        \_\_\_\_\_ NO

*Please sign where applicable*

Dissertation/Thesis Advisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Graduate Program Director Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Undergraduate Academic Dean/Advisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_