



INSTRUCTIONS FOR F-1 STUDENTS:

Submit this form if you will not complete your current degree by the date indicated on your SEVIS I-20 form. After you complete the first part of this form, ask your academic advisor to complete the certification section. Based on the information provided by your academic advisor, we will extend your SEVIS document to reflect your new program completion date. Please be advised that delays in program completion caused by academic probation or suspension (unless connected to an authorized exception to the full course of study requirement) are not acceptable reasons for program extension.

When submitting this form to ISS, you will also need to submit updated financial documents (not older than 6 months) to show that you and/or a sponsor have sufficient funds to cover tuition and living expenses for the additional time you will need to complete studies (calculated at tuition + \$1,850 per month living expenses). If the requested extension period is one academic year or longer, you only need to submit proof of funding for one academic year (not more than that). And if you are a graduate student finished with your coursework, writing your thesis/dissertation, then you only need to submit proof of living expenses.

NOTE: This form, along with copies of financial documents (not older than 6 months), **must be submitted to ISS at least two weeks BEFORE your current program completion date** listed on your current I-20 form. Failure to submit extension documents in a timely manner will result in a violation of your F-1 immigration status, as ISS cannot take action to extend your I-20 form once the end date has passed.

Student Information: _____
Last Name First Name Student ID Number

Current Degree Objective: _____ Major Field of Study: _____

******* CERTIFICATION SECTION *******

INSTRUCTIONS FOR ACADEMIC ADVISOR:

International students in F-1 status are required to maintain a full-time course load during each fall, winter, and spring quarter to make satisfactory progress toward completion of the degree objective. The student named above has indicated that her/his expected completion date has changed. In order to assist this student in complying with U.S. immigration regulations, we request the following information from you:

Estimated Date of Completion: _____

Reason for Change in Expected Completion Date: _____

Please check as appropriate:

- Student must complete _____ credit hours to satisfy degree requirements.
- Student has completed all course work for the degree and is currently conducting research/writing for a thesis/dissertation.

Signature of Academic Advisor Name (print) Date

******* FOR OFFICE USE. DO NOT WRITE BELOW *******

