An F-1 student who has continually maintained his/her legal F-1 immigration status and is making normal progress toward completing his/her educational objective, but who is unable to complete his/her course of study by the program end date listed on the Form I-20, must submit a request for a program extension to the Office of International Affairs (OIA) at least 30 days prior to the program end date.

**Application Requirements**

The following documents must be submitted to the Office of International Affairs (OIA) in order to determine eligibility for a program extension. If you are at a Regional Campus, these documents must be submitted to the Regional Coordinator who will then forward them to OIA.

1) Original letter signed by your Academic Advisor and the appropriate Dean/Director certifying that the delay in the completion of the academic program is caused by compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses. If you are at a Regional Campus, this letter is the only document that is not sent directly to OIA. This letter must be sent to the appropriate Dean/Director who will then forward it to OIA if approved.
   • Letter must include an explanation as to why student was not able to complete his/her academic program
   • Letter must include anticipated date of completion of requirements for degree.

2) Completed and signed Financial Resources Form
   • Original evidence of financial resources must be provided to OIA for the duration of the extension. If you will be receiving a graduate assistantship, proof of renewed sponsorship must be provided.

3) Copy of current Form I-20
4) Copy of passport (valid 6 months into the future)
5) Copy of visa stamp (unless exempt from visa requirements)
6) Copy of Form I-94

**Authorization Process**

An extension of your program must be authorized by your IVA prior to the end date of your current Form I-20. A student is considered to be out of status and is no longer eligible for an extension if he/she fails to apply for an extension prior to the program end date. In this case, the student must either apply to U.S. Immigration and Citizenship Services (USCIS) for reinstatement or exit the U.S. and apply for admission with a new Form I-20 and Student and Exchange Visitor Information System (SEVIS) ID.