

I-20/DS-2019 Program Extension for F-1 and J-1 Students

If you are unable to complete your program of study by the estimated completion date on your I-20/DS-2019 form, you must request and receive a new document from the International Programs Office (IPO) prior to the expiration of your current document. Failure to comply with deadlines may result in the loss of legal F-1 or J-1 student status. Contact IPO with questions.

Conditions and Limitations:

1. You must apply for an extension of your program if all of the following apply:
 - a. The expected completion of studies date on your I-20/DS-2019 has not passed.
 - b. You are currently in lawful F-1 or J-1 status.
 - c. The delay in completing program requirements has been caused by compelling academic reasons (such as a change of major or research topic or due to unexpected research problems), or compelling and documented medical reasons. **Delays caused by failing, dropping classes, academic probation or suspension are NOT allowable reasons for extension of a program of study.**
2. You must apply for an extension prior to the end date on your I-20/DS-2019. Submit this request at least 30 days before your completion date to allow time to complete your request. Extension requests will not be accepted more than one semester before your current program end date.
3. Failure to apply for an extension on time may result in the loss of your F-1/J-1 status and eligibility to apply for benefits provided to nonimmigrant students. For example, you may not be eligible for any type of employment (even on-campus employment through a scholarship, fellowship or assistantship) or to apply for a school transfer, practical/academic training or other benefits.

If you do not meet the requirements for an extension listed above, you may need to apply for reinstatement to lawful F-1 or J-1 status. In this case, you must consult with IPO.

Application Process:

Provided you meet all requirements, follow the steps below to apply for a program extension:

STEP 1: Be Informed. Read this handout thoroughly and carefully.

STEP 2: Receive your Academic Advisor’s Recommendation for a program extension.

STEP 3: Obtain Proof of Financial Support. Submit proof of financial support to cover the remainder of time you will need to complete your program. Financial support includes tuition and living expenses for you and any dependents in F-2/J-2 status. If you are funded by another source, submit a letter of support from your sponsor with **original** financial documents, such as original bank letters showing that the funds are available. Financial documents must be in English, state the account holder’s name, type of currency and be dated within 6 months.

Undergraduates	Tuition	\$11,900
	Room & Board	\$10,920
	Books, Fees & Health Insurance	\$ 2,620
	Total	\$25,440
Graduates	Tuition	\$10,750
	Living Expenses	\$10,920
	Books, Supplies, Fees, & Health Insurance	\$ 2,620
	Total	\$24,290
Dependents (if applicable)	Spouse	\$7,500
	Child	\$5,000

STEP 4: Submit an Extension Request to IPO.

Submit the completed request form with supporting financial documents to IPO. If IPO determines that you are eligible for a program extension, a new I-20/DS-2019 will be processed within 3 business days.

Academic Advisor's Recommendation for Extension of Program of Study

Student: Complete the following information, and then give this form to your Academic Advisor.

Student Family Name: _____ Student First Name: _____

Date of Birth (mm/dd/yyyy): _____ YSU Y#: _____

Residential Address: _____

YSU Major: _____ Date of I-20/DS-2019 Expiration: _____

Student Signature: _____ Date: _____

Academic Advisor: Immigration regulations require specific information for a student in F-1 or J-1 status to be granted an extension of the time limitation placed upon the student's current program of study.

1. Has this student been continuously enrolled for a full course of study?

Yes No

2. This student will complete requirements for his/her current program on: _____ (mm/dd/yyyy)

3. This student has not yet completed the current program of study due to: (**check reason**).

Note: the reasons listed below are the only ones allowable under current regulations.

- Delay caused by a change in major field of study (change or addition of a minor is not a reason for extension).
- Delay caused by a change in research topic.
- Delay caused by lost credits upon transfer to YSU.
- Delay caused by unexpected research problems.
- Delay caused by documented illness(es). Provide documentation, if not already on file at IPO.
- Other (Note: "Other" is provided for advisors to describe compelling academic reasons that require a student to extend, but IPO will not be able to extend a student's I-20 or DS-2019 if no regulatory basis can be found.)

I therefore recommend that this student be allowed additional time to complete studies.

Academic advisor's name and title: _____

Signature: _____ Date: _____