



**Program Extension**  
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## **PROGRAM EXTENSION**

*This packet contains everything you need to prepare your request for a program extension:*

- **FAQ on Program Extension**
- **Form to request a Certificate of Eligibility**
- **Academic Advisor's Recommendation for Program Extension**
- **Part-Time Enrollment Authorization Form (necessary only in some circumstances)**

*To request a program extension, read these materials carefully. Please fill out the forms or have them filled out as instructed, and call 477-2956 to make an appointment with the Director for International Student Affairs. **You need to read the material and complete the forms before meeting with me.***

## **FREQUENTLY ASKED QUESTIONS (FAQ) ABOUT**

### **PROGRAM EXTENSIONS FOR STUDENTS**

What is a program extension?

A program extension is the process of obtaining a new I-20 for F-1 students to extend a student's authorized period of stay in the United States. A program extension is appropriate when a student is unable to complete the original study objective before the expiration date on the current I-20.

Who is eligible for a program extension?

You are eligible for a program extension if you (1) have been enrolled full time throughout your period of studies (or have a Part-Time Enrollment Authorization Form on file for each applicable semester), (2) have otherwise maintained your immigration status, and (3) the additional time is needed for academic or medical reasons. Please note that the Part-Time Enrollment Authorization form was implemented in September 2007.

Who is not eligible for program extension?

You are not eligible for an extension if you have been dismissed from the university. If you have been dismissed, you may want to discuss your options with the Director for International Student Affairs. Nor are you eligible if you have ever been enrolled less than full-time and do not have a completed Part-Time Enrollment Authorization Form on file. Nor are you eligible if you have completed all terms of your program

of study and simply wish to delay graduation. Nor are you eligible if you are out of status with the U.S. Citizenship and Immigration Services (USCIS) in any way.

When should I seek a program extension?

The regulations require F-1 students to obtain extensions before the expiration date on their current I-20. Students who fail to obtain the extension before the I-20 expires are considered "out of status" and must seek reinstatement. Reinstatement can require a long processing period, during which time a student cannot legally be employed, even on campus. After January 2003, reinstatement may be impossible to obtain, even for simple reasons like "forgetting" that your I-20 expired.

What are the consequences of failure to obtain a program extension?

If you forget the deadline and apply late, you will be "out of status". If you are employed and overlook the date, you WILL be working "illegally" and may begin accruing "unlawful presence." Such mistakes will jeopardize prospects for obtaining employment authorization, extensions of stay, and obtaining permanent resident status. They could even lead to being banned from entering the United States.

What is the procedure for obtaining a program extension?

1. Get your academic advisor's approval. At least one month before your I-20 expires (and preferably earlier than that), ask your academic advisor or department chair to complete an "Academic Advisor's Recommendation for Program Extension," a copy of which is included in this packet. Bring the form with you to your appointment with the Director for International Student Affairs (see next step).
2. Make an appointment to see the Director. After you have your academic advisor's approval, contact the International Programs Office at 477-2956 to make an appointment.
3. Bring to your appointment a completed academic advisor's approval form. Before the appointment please check the following:
  - You must provide updated documentation (issued within last 4 months) of your financial support, such as a bank statement; please bring this information with you.

Remember...

For more information on immigration regulations and other topics of interest to international students and for downloading various procedure forms, please see our web site or stop by the International Programs Office.

