



# Program *Extension* Request

For F-1 students

In order to obtain a program extension, you must show that you have continually maintained status and that the extension is needed for **compelling academic or medical reasons**, such as change of major or program of study, or documented medical illness. Delays in completing your program caused by academic probation or suspension are not acceptable reasons for program extension approval. You may be eligible for an I-20 extension if the following criteria are met:

- The delay was caused by documented academic or medical circumstances,
- You have sufficient financial resources your continued attendance and living expenses, and
- The extension is requested in a timely manner, with sufficient time for processing before current expiration

If your program date (I-20, section 5) has expired or you do not meet the eligibility requirements, it will be necessary to file for reinstatement to F-1 status with USCIS, for which you will have to pay a substantial fee. In addition, failure to apply for extension of stay in a timely manner is a violation of F-1 regulations, which can carry heavy penalties. More information here: [www.uscis.gov/i-539](http://www.uscis.gov/i-539)

Surname/Last Name		Given/First Name		Middle Name(s)	NMC ID
Date of Birth (MM/DD/YYYY) ____/____/____	Gender ___ Male ___ Female	Number of F-2 Dependents		Phone Number ( )	
SEVIS ID# N			Program of Study		

### IMPORTANT NOTES:

- This request must be received in the Admissions office 60-90 days prior to the expiration date on your current I-20. If you fail to meet the deadline there is no guarantee that your request will be processed before your current I-20 expires. This will have a negative impact on your immigration status.
- To be eligible for extension, you must be maintaining status, making normal progress toward completion of your degree, and have academic requirements remaining.
- Extensions may only be granted to students who can demonstrate they have compelling academic or documented medical reasons.
- Extension requests will not be granted solely due to delays caused by employment such as Curricular Practical Training.

### Checklist of Required Documents:

- Copy of your passport page(s) showing your photo, biographical information, and expiration date
- Copy of the front side of your current I-94 card
- Copy of your current I-20
- A letter, written by you, that explains why you are requesting an extension
- An unofficial academic transcript printed from the "Student Records" portion of your Self-Service
- A completed Statement of Finances (pages 4 & 5 of the international student application) and required supporting financial documents

I hereby certify that:

- I have read the request form instructions and information in full
- The information I have provided is, to the best of my knowledge, accurate
- I understand I (and any F-2 dependents) must have full health insurance for the duration of my F-1 status
- I understand I must report any address changes, current (U.S.) or permanent (out of U.S.) to my advisor within 10 days of the change.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date