

**F-1 PROGRAM EXTENSION REQUEST**

SUBMIT THE FOLLOWING DOCUMENTS AT LEAST 15 DAYS BEFORE YOUR CURRENT I-20 EXPIRES (earlier submissions are encouraged):

- F-1 Program Extension Request form (completed by student and academic advisor on the reverse)
- Financial Documents to show that you can support yourself and all of your dependents for the entire extended period. Financial documents cannot be more than six (6) months old and may include one or more of the following: bank statement, bank letter, letter from approved sponsor, or proof of assistantship/tuition waiver.

F-1 extensions may be requested if you will not complete your program of studies by the end date on your current I-20. To qualify for an extension, you must request a Program Extension before your current I-20 expires; requests for extension submitted after the designated program end date will not be considered. Program extensions can only be issued for legitimate academic or documented medical reasons. Failing or repeating a significant number of classes may make you ineligible for a program extension. Approval of more than one program extension is extremely unusual – be certain to request the entire amount of time needed to complete your program.

**STUDENT INFORMATION (TO BE COMPLETED BY STUDENT)**

Name: \_\_\_\_\_ EWU ID #: \_\_\_\_\_

SEVIS #: N \_\_\_\_\_

Current I-20: Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Major(s)/Field(s) of Study: \_\_\_\_\_

Expected Degree Completion Date: \_\_\_\_/\_\_\_\_ (month /year)

I have \_\_\_\_\_ dependents in F-2 status who will also need an extension (please list their names and SEVIS ID #s)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason additional time is needed to complete academic program: \_\_\_\_\_

\_\_\_\_\_

*I understand that in order to be eligible for a program extension I must be maintaining my legal F-1 immigration status in the U.S., including making normal progress towards my degree requirements. I understand that approval of more than one program extension is extremely unusual and I have requested sufficient time to complete my program.*

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

**THE REVERSE SIDE OF THIS FORM MUST BE COMPLETED BY YOUR ACADEMIC ADVISOR OR DEPARTMENT CHAIR.**

**Immigration & Retention Specialist Approval**

APPROVED

DENIED by: \_\_\_\_\_

Extension I-20  Issued  Not Issued Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**DEPARTMENT APPROVAL**  
**(TO BE COMPLETED BY ACADEMIC ADVISOR OR DEPARTMENT CHAIR)**

According to the US Code of Federal Regulations, in order to be eligible for a program extension, F-1 students and must be maintaining their legal F-1 immigration status in the U.S. and be making normal progress towards the completion of an educational objective. While failing classes does not make a student ineligible, failing or withdrawing from multiple classes is not grounds for a program extension.

**8 C.F.R. § 214.2(f)(7)(iii) : Program extension for students in lawful status.** An F-1 student who is unable to meet the program completion date on the Form I-20 may be granted an extension by the DSO if the DSO certifies that the student has continually maintained status and that the delays are caused by compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses. Delays caused by academic probation or suspension are not acceptable reasons for program extensions. A DSO may not grant an extension if the student did not apply for an extension until after the program end date noted on the Form I-20. An F-1 student who is unable to complete the educational program within the time listed on Form I-20 and who is ineligible for program extension pursuant to this paragraph (f)(7) is considered out of status. If eligible, the student may apply for reinstatement under the provisions of paragraph (f)(16) of this section.

As this student's academic advisor or Department Chair, you are the person most qualified to say whether this student is making normal progress towards the completion of your Department's program and is eligible to apply on those grounds.

**Is this student making normal progress toward degree completion?**       Yes    No

**The student has experienced or initiated the following** (check all that apply):

- Change of major or field of study
- Change in research topic or unexpected research problems
- Original immigration document allowed insufficient time to complete program of studies with normal progress
- Medical condition (must be documented with a letter from a US medical doctor)
- Other (please explain): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This student is expected to complete all graduation requirements by:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ (month/year). *This student is making normal academic progress towards the completion of their educational goals & the delay in program completion was caused by compelling academic or medical reasons. I recommend an extension of F-1 Immigration Status so that this student can complete his/ her program of study at Eastern Washington University.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Department: \_\_\_\_\_ Phone #: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Optional: list courses to be completed for degree: (Use an additional sheet if needed)

Title	Course Number	Quarter to be taken:	Repeat (yes/no):
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____