

# Request for Program Extension (F1 Students)

Federal law provides an F1 student, who is unable to complete their program before the expiration date listed on the I-20 form, the ability to request an extension of their program. NOT all F1 students will be eligible for an extension of their I-20 end date. Extensions of the end date are only allowable when the student and or academic department can document valid academic or medical reasons that caused the delay in completing their program.

F1 students are required to make normal academic progress toward completing their degree within the time frame listed on their I-20. Delays caused by academic probation or suspension will render a student ineligible for an extension. Academic delays that are deemed valid by immigration require documentation from the academic advisor or major professor. Delays caused by medical conditions require submission of a current letter from a licensed medical doctor or clinical psychologist in Alabama.

## **SECTION I (To Be Completed by the Student)**

Date: \_\_\_\_\_ Student ID: \_\_\_\_\_

Name \_\_\_\_\_  
(Last/Family) (First/Given) (Middle)

Telephone: \_\_\_\_\_ Email \_\_\_\_\_

Program:  Bachelor's  Master's  PhD Major/Dept: \_\_\_\_\_

**NOTE: This form must be completed, signed and submitted to the International Student and Scholar Office BEFORE the expiration date on the I-20. Failure to do so will result in the student violating their F1 status. Students are required to submit current financial documentation proving they have access to sufficient funds to cover their expenses during the extension period.**

## **SECTION II (To be completed by the Academic Advisor or Major Professor)**

Is this student considered to be making "normal academic progress" towards his/her degree? This should be based on the rate expected of all students [including US citizens] in this particular program.  yes  no

If no, explain \_\_\_\_\_

Expected completion date of all requirements for this program (month and year) \_\_\_\_\_

Provide a **detailed explanation** of the compelling academic circumstances such as change in major or research area, unforeseen research delays, or other uncontrollable events that have delayed the student's progress and that prevent the completion of this degree before the expiration date listed on the I-20 form (continue on back if necessary):

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\_\_\_\_\_  
Academic Advisor or Major Professor Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
phone number