

## STUDENT REQUEST

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Name: \_\_\_\_\_ SEVIS ID #: \_\_\_\_\_

I need more time to complete my studies than was estimated on my I-20.

*The reason for this delay is noted below:*

### Important Academic Reason:

(Academic Advisor/ Dean's Certification is required below)

- Change of Major
- Change of Research Topic
- Unexpected Research Problems
- Unexpected Academic Difficulties
- Other: \_\_\_\_\_

### Illness or Medical Reason:

Date(s) of illness or medical condition: \_\_\_\_\_

- Documentation is on file in the International Office
- Documentation is attached

## ACADEMIC ADVISOR'S CERTIFICATION

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I certify that the delay in completing the program of study has been caused by the important academic reason indicated above.

The student is expected to complete the program of study by \_\_\_\_\_ .  
DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
NAME (PLEASE PRINT)

*(See reverse side for important information regarding your F-1 program extension)*

## **INTRODUCTION TO F-1 PROGRAM EXTENSION**

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Immigration regulations require you to file for an extension of time when you are not able to complete your program of study by the date that appears on your Form I-20 issued by Cairn.

To complete this requirement, you must apply for a "Program Extension" before your present Form I-20 expires. A new Form I-20 will be reissued if you qualify for an extension of your academic program.

Never let your I-20 expire before completing your course of study! If it expires before you have completed your studies, you will be in violation of your F-1 status and are not eligible for F-1 Program Extension. If your Form I-20 has expired, you should make an appointment with the Foreign Student Advisor to discuss applying to INS for "Reinstatement" of your F-1 status.

If your evidence of financial support is more than one year old, new documentation must be shown as evidence of sufficient financial support. Request an "Application for Form I-20" from the Cairn International Office.

## **HOW TO QUALIFY FOR AN F-1 PROGRAM EXTENSION**

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If you do not plan to leave the U.S. before your Form I-20 completion date expires, you may qualify for a Program Extension Notification to INS through the Foreign Student Advisor. You qualify for this notification procedure if one of the following caused the delay in completing your program:

**Important academic reason**, such as needing more developmental English than you expected, making a change of major, changing a research topic, or experiencing unexpected research problems.

**Documented medical reason.** You must communicate first with the Cairn Nurse regarding your medical problem. Attach medical evidence from a medical doctor or psychologist on official stationery that states the nature of the illness and the period of time you were ill. The Cairn Nurse may require you to obtain a second opinion from a Cairn-approved health professional to confirm the nature or seriousness of the medical problem.

### **Important**

A delay due to academic probation or suspension is *not* an acceptable reason for a program extension according to INS regulations. If your delay was caused by one of these reasons, you should make an appointment with the Foreign Student Advisor to discuss applying to INS for "Reinstatement" of your F-1 status.