



Office of Global Engagement

F-1 Program Extension

F-1 students are admitted to the United States for “duration of status” (D/S). Duration of status means that the student is maintaining status and making normal progress toward completion of his/her educational objective.

An F-1 student who does not expect to complete his/her educational objective by the expiration date noted on the student’s I-20 (see #5 on I-20) must apply for *Extension of Stay*, within **the 30 days** before the expiration date, in order to maintain legal status.

Who is eligible for an Extension of Stay?

An F-1 student who has (1) continually maintained status or (2) has a compelling academic or medical reason for not completing the educational objective by the expiration date on the I-20 is eligible for an *Extension of Stay*. A “compelling academic or medical reason” may include a change of major research topic, unexpected research problems, or a documented illness.

How do I apply for an Extension of Stay?

Submit the following to the International Student and Scholars (ISS) office:

Current I-20

Passport

Unofficial Transcript

Current Registration

Account Summary

Request for Extension of Stay form from Academic Advisor

Verification of funds for the new extension dates (ISS can help with the amount):

Any of the following are acceptable:

- Letter from your US banking institution stating current balance (and average balance over the past six months); and/or
- Bank statement (original) from your country where an account is in your name; and/or
- Bank statement (original) and a letter from a private sponsor indicating that the funds are available to you.
- If you receive an assistantship and/or tuition waiver from your department, then obtain a letter on USU department letterhead indicating the amount and the period of time it is available.

What happens if a student is not eligible for an Extension of Stay?

An F-1 student who is not eligible for *Extension of Stay* as determined by Department of Homeland Security (DHS) rules is considered to be in violation of legal status and must apply to DHS for reinstatement before the program extension can be granted.

Reinstatement:

For information of the reinstatement procedure, see Reinstatement Packet in the forms cabinet of the ISS office.



Office of Global Engagement Request for Extension of Stay

NOTE: This form (to be completed by department) may be filled in below or a written letter on department letterhead. Please be sure to include the information below.

To: _____ International Student and Scholars _____ **Date:** _____

From: _____
(Advisor/Supervising Professor) (Department)

Student Name: _____ **A #:** _____

Please explain the reason for the need of Extension:

Possible reasons may include:

- Illness (must be accompanied by a doctor's letter)
- Academic Reason (provide valid academic reason as to why student's program was not completed in the allotted time)
- Change of Major
- Unexpected Research problems

Expected date of completion: _____
(Month/Year)

**Advisor/ Supervising Professor's
Signature:**