U.S. Department of Homeland Security (DHS) requires that you finish your program of study by the completion date on your I-20. The end date on the I-20 (Item #5) is established by the admissions office to reflect the average length of time it should take a student to complete the degree requirements. If, during the course of your studies it becomes necessary to extend your I-20, ISSS can provide I-20 extensions to those who are eligible and apply in a timely fashion.

You must request a program extension before the end date of your current I-20. Failure to do so will result in loss of your F-1 status.

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 a change of major or research topic, unexpected research problems, or a documented illness. Delays in completing your program caused by academic probation or suspension are not acceptable reasons for program extension approval [8 CFR § 214.2 (f) (7) (iii)].

A program extension can be granted only for documented academic or medical reasons. 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 to fund your studies and living expenses, and the extension is requested in a timely manner, with sufficient time for processing before the current expiration
- If your program end date (I-20, section #5) has expired or you do not meet the eligibility requirements to apply for a program extension, 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 an extension of stay in a timely manner is a violation of F-1 regulations, which can carry heavy penalties.

The following are NOT valid reasons for I-20 extensions:
- To enroll in extra courses or repeat the same course for personal interest or to improve one’s GPA
- To engage in research on or off-campus
- To finish pending coursework for an incomplete grade
- To engage in non-required Curricular Practical Training (CPT)
- To enroll in course work delayed by participation in non-required CPT

First, meet with your academic advisor or graduate program coordinator to obtain his/her recommendation.

Complete (You complete Part 1. Your academic advisor completes Part 2) a “F-1 Program Extension Request Form” (page 2 of this document) and return it to the ISSS Office at least 1-2 months prior to the expiration date on your current I-20 form.

Submit an updated copy of the International Student Financial Certification form and accompanying financial documents to the ISSS office.

You may be required to submit additional financial support documentation, as necessary

NOTE: If you are participating in a dual degree program you will need to submit advisor recommendation forms from each program's advisor or graduate coordinator.
F-1 Program Extension Request Form

This form is to be used by continuing F-1 students to request an I-20 extension to complete degree requirements.

Part 1 – To be completed by the Student: Please complete the following information:

<table>
<thead>
<tr>
<th>Family/Last Name:</th>
<th>Given/First Name(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID:</td>
<td>Phone#:</td>
</tr>
<tr>
<td></td>
<td>Email:</td>
</tr>
</tbody>
</table>

Please list all sources of financial support*:

- International Student Scholarship (amount): _______________ (semesters of scholarship eligibility remaining): ______
- Personal/Family funds (amount): __________________________
- Additional funds (please specify source and amount): __________________________________________

*You may be asked to provide documentation of your financial support (bank statements, affidavits of support, etc.)

- I certify I have read the request form instructions and information in full.
- I certify the information I have provided is, to the best of my knowledge, accurate.
- I understand I must report any address changes, current (U.S.) or permanent (out of U.S.), to the ISSS Office within 10 days of the change.

Signature ___________________________________________________________ Date ______________________

Part 2 - To be completed by the Academic Advisor

Please complete the following information (This section may NOT be completed by the student!)

Required credit hours remaining: ________________________________ (excluding current term enrollment)

Estimated completion date: ________________________________ (term and year)

Reason for delay (check all that apply**):

- Change/add major field of study
- Change in research topics
- Unexpected research problems
- Student needs more time due to the following compelling academic reason(s) (please review Eligibility Criteria above for the explanation of what constitutes acceptable academic reasons for extension):
  ______________________________________________________________
  ______________________________________________________________
  ______________________________________________________________

**If none of these apply, please contact the ISSS Office at isss@trinity.edu

As the Academic/Faculty Advisor for the student whose name is listed at the top of this form, I certify that the student is eligible to continue his/her studies and recommend that the student be allowed additional time to complete degree requirements.

Name ____________________________________________ Title ____________________________

Signature ___________________________________________ Date ___________________________

School or Department ____________________________ Phone __________________________

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