

TO: Academic Department Representative  
FROM: International Services Office  
SUBJECT: Program Extension

According to the U.S. Citizenship and Immigration Services (USCIS) code of Federal regulations [8 CFR 214.2 (f) (7) (i)] an F-1 student is eligible for program extension if the following criteria are satisfied:

1. The student has continually maintained status.
2. The delay in completion is caused by **compelling academic** or medical reasons, such as changes of major or research topic, unexpected research problems, or documented illness.

**NOTE:** The regulations also state that delays caused by academic probation or suspension are not acceptable reasons for program extension. This can be found in the USCIS Code of Federal Regulations [8 CFR 214.2 (f) (7) (iii)].

Student's name: \_\_\_\_\_  
(LAST NAME in caps, First name)

Student Net ID #: \_\_\_\_\_

Since you are in the best position to supply academic information about the above-mentioned student, please comment in **detail** on why an Extension of Stay should be granted and give an estimated date of completion of studies. (Please use the space provided.) **EXPLANATIONS THAT DO NOT SATISFY ACADEMIC OR MEDICAL WILL BE DENIED.**

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Estimated Completion of Studies Date: \_\_\_\_\_

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

Please print your name here \_\_\_\_\_

**Student:** If your funding source for the extended period will be different from your current funding source, then you **must** provide new financial documentation.