



Office of the Registrar
Designated School Official for
Nonimmigrant Matters

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ACADEMIC ADVISOR
RECOMMENDATION FOR
FORM I-20 EXTENSION

Eligibility Criteria for Form I-20 Extension

- In order to be eligible for an extension, the student must be maintaining status, making normal progress toward completion of degree or certificate, and have academic or language test requirements remaining.
Extensions may only be granted to students who can demonstrate that they have compelling academic or medical reasons.
Delays caused by academic probation or suspension are not acceptable reasons for program extension [8 CFR 214.2(f)(7)(iii)]
Extensions will not be granted solely because the student was delayed by engaging in employment such as Curricular Practical Training (CPT).

Estimating Completion Date

- The final semester is the last semester the student is registered for courses/credit required for his/her degree/certificate.
For Intensive English Program students, the completion date should be the final day of the semester in which they plan to take the TOEFL/IELTS.
For students pursuing a Doctoral degree, the completion date is the last day of the final semester in which the candidate must be enrolled in dissertation credit and is scheduled to defend.
All degree seeking students should be registered for degree candidacy in the final semester of attendance.

Student Information (To be completed by the student)

Form fields for student information: Last Name (Surname), First Name, Middle Name, Street Address, City, State, Postal Code, Preferred Contact Phone Number, E-Mail Address, SEVIS ID Number, Degree/Program Level (Intensive English Program, Bachelor, Master, Doctoral).

Degree/Program Information (To be completed by the Academic Advisor)

Required Credit Hours Remaining (excluding current semester enrollment):
Estimated Completion Semester:

Reason(s) for Extension (check all that apply):

- Change in Major Program of Study
Change in Research Topic(s)
Student requires more time to complete degree/program/certificate requirements and meets all eligibility criteria above.
Documented Medical Illness
Unexpected Research Problems

If none of the above reasons apply, please contact the Office of the Registrar at 961-4503.

Academic Advisor Certification

As the Academic Advisor of record, I certify that the student is eligible to continue his/her studies and recommend that the student be allowed additional time to complete degree/program/certificate requirements.

Signature lines for Name of Advisor, Signature of Advisor, Date, Academic Department, and Office Use Only.

Initials:
Date Processed: / /