

# UNIVERSITY OF WYOMING

## International Students and Scholars

Dept. 3228, 1000 E. University Avenue • Laramie, WY 82071  
(307) 766-5193 • fax (307) 766-4053 • e-mail: uwglobal@uwyo.edu  
www.uwyo.edu/iss/

### F-1/J-1 Student Extension of Program

International students are admitted to UW and are given an *estimated* length of time necessary to complete the degree for which they have been admitted. There are often valid reasons that a student is unable to finish a degree by the completion date noted on the I-20/DS-2019. If this is the case, the student is required to apply for a program extension through the International Students & Scholars office.

#### ELIGIBILITY REQUIREMENTS FOR PROGRAM EXTENSION

- Have “continually maintained status” per USCIS and UW regulations.
- Delay in completion is “caused by compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses”.

#### HOW TO APPLY FOR AN EXTENSION

- Submit completed extension request form to ISS **before** the program end date. I-20/DS-2019s cannot be extended after the program end date and the student will be considered out of status with USCIS.

Student will be notified when the new I-20/DS-2019 has been issued. Student should keep all previously issued I-20s or DS-2019s for their permanent record!

### APPLICATION FOR AN EXTENSION OF PROGRAM

Name: \_\_\_\_\_ UW ID# W \_\_\_\_\_

SEVIS # N \_\_\_\_\_ Email \_\_\_\_\_

Current program end date (on document) \_\_\_\_\_ Degree & Major \_\_\_\_\_

For the period of extension, I will enroll – check one:

- Full time – at least 12 credits undergraduate or 9 credits graduate
- Less than full time – I will enroll for \_\_\_\_\_ credits
- Continuous Registration – Graduate students in last semester only
- Thesis or Research – 1 credit only – Graduate students only

Dependent Information:

- I have dependents on my SEVIS record
- I do NOT have any dependents on my SEVIS record

If you currently have dependents listed on your record who are no longer in the US, and who do not intend to return to the US, please notify ISS in writing and we will cancel their documents and remove them from your record.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

## ACADEMIC ADVISER'S RECOMMENDATION

The reason the student has not completed is: (please check all that apply)

\*Students may retake courses to improve GPA; however, extension will not be granted if the courses are being taken for GPA purposes only and if the student can graduate without retaking the courses.

- Delay caused by a change of major field of study.
- Delay caused by a change in research topic.
- Delay caused by unexpected research problems.
- Delay caused by lost credits upon transfer to UW.
- No unusual delay\*. The original length of time given was not sufficient for completion of the program.

\*Not valid beyond the 4<sup>th</sup> year of Master's study, 6<sup>th</sup> year of Bachelor's study, or 7<sup>th</sup> year of PhD study. Must choose appropriate reason above or provide explanation below of reason for unusual delay.

- Other (please explain briefly) \_\_\_\_\_

I certify that the above information is correct and recommend that the student be granted a program extension until (circle one): **May** **August** **December** of (year) \_\_\_\_\_ (can only extend for one calendar year at a time from expiration date on student's document).

Name of Academic Advisor: \_\_\_\_\_

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

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## FINANCIAL SUPPORT INFORMATION

Check all box(es) that apply for your source of funding for the extension period. You do NOT have to include proof of funding with this request. If your funding type has changed and you will apply for a new visa, you should ask ISS to update your funding on your I-20 and provide proof of the new funding at the time. You should be prepared to show proof of funding during your visa appointment.

- Graduate Assistantship
- Personal funding, loans, scholarships
- Family/friend funding
- Government sponsorship
- Other \_\_\_\_\_

Please return to: International Students & Scholars  
CIC Suite 5  
Dept. 3228, 1000 E. University Avenue  
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