I-20/DS-2019 Extension Request Form
Revised: March 2014

General Information and Eligibility

The program extension request form is to be used by an F-1 or J-1 student who is unable to complete his/her course of study by the program end date on the form I-20 (F-1 student) or DS-2019 (J-1 student). To allow sufficient time for the extension procedure and SEVIS update, students should submit their request approximately 30 days prior to the expiration date of the I-20 or DS-2019.

In order to be eligible for a program extension an F-1 or J-1 student must:

• Have continually maintained full-time student status;
• Have a valid academic/medical reason requiring an extension (Note: Probation or Suspension is not considered as an adequate reason for an extension);
• Apply for an extension before the program completion date on your current I-20/DS-2019;
• Provide financial documentation which covers your educational and living expenses for the extended period

NOTE: The form I-20 or DS-2019 will not be extended solely based on the purpose of obtaining an Alabama drivers’ license.

Procedure

To apply for an extension of your I-20/DS-2019, please carefully read and complete the extension request form. You and your academic advisor/department chair must complete parts I and II of this form. Once your form is complete, submit it to the Graduate School (if you are a graduate student) or the Office International Programs (if you are an undergraduate or ESL student), along with the required financial documentation. The Graduate School will pass your paperwork onto OIP after they have updated their records. If you are eligible, an OIP advisor will process your request and print you a new I-20 or DS-2019. Any J-2 or F-2 dependents will also be issued new forms at that time.

Financial Documentation

To request a program extension, you must provide proof that you will be able to continue to meet the expenses (living and tuition) of studying at Auburn University during the period for which you are seeking an extension. If you have dependents, you must also be able to provide sufficient funding to support your dependents.

Please bring in documentation of one, or a combination of the following, showing funding for the duration of your extension:

• A recent original bank statement, issued within the past 6 months. If the bank statement does not have your name on it, you must also provide an original affidavit of financial support signed by the person providing you with funding that has been notarized.
• A copy of an updated Auburn University Graduate Assistantship Award Statement or a letter from your department on letterhead outlining the financial amount of your assistantship and duration.
• An original statement showing proof of renewed sponsorship or financial aid. Funding amounts must be clearly stated.

NOTE: The extension procedure will extend your I-20 or DS-2019 but not your visa stamp. If you have an expired visa in your passport, you are allowed to remain in the United States so long as you have a valid I-20/DS-2019. If you travel abroad, however, you will need to see the consulate in your country to renew your visa before you will be permitted to reenter the United States.
Auburn University, Office of International Students & Scholars Services
I-20/DS-2019 Extension Request Form
Revised: March 2014

Part I: To be completed by the Student

Current Immigration Status: □ F-1 □ J-1  Current Expiration Date of I-20/DS-2019: ________________
Last Name: ___________________________  First Name: ___________________________
Banner ID #: ___________________________  SEVIS ID No.: ___________________________
Auburn Email: ___________________________  Phone: ___________________________
Department: ___________________________ Level of study: ___________________________

Please check the appropriate box if you will need an I-20/DS-2019 for your F-2/J-2 dependents:
☐ Spouse  ☐ Child/Children

Part II: To be completed by the Academic Advisor/Department Head

Is this student making normal progress towards his/her current degree?  ☐ Yes  ☐ No
Do you recommend this student be given additional time to continue his/her studies?  ☐ Yes  ☐ No

If yes, please complete the following:

This student has not yet completed their degree requirements due to the follow reason(s).
(Please check all that apply AND provide a brief explanation):

☐ 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 our school _______________________
☐ Delay caused by documented illness ___________________________
☐ Delay caused by unexpected problems (due to no fault of the student) ___________________________
☐ Other (Please specify) ___________________________

New estimated date of completion (month/year): ___________________________

I certify that the preceding information is correct to the best of my knowledge:

Advisor Signature: ___________________________  Date: ___________________________
Name (Printed): ___________________________  Title: ___________________________
Phone: ___________________________  Email: ___________________________

FOR INTERNAL USE ONLY
Approved by:  ☐ Graduate School  ☐ IEP ___________________________

FOR OIE USE ONLY:
GOAINTL _____  GOASEVS _____  SOAHOLD _____  SPAIDEN _____  SHATERM _____  SFAREGQ _____
Approved by: ___________________________  Date: ___________________________