

Extension of Stay (F-1 and J-1 Students)

F-1 and J-1 students must complete their program before the date noted on item #5 of their I-20 or item #3 of their DS-2019. If you are unable to complete the program by that date, you must apply for an extension **BEFORE** your I-20 or DS 2019 expires. You are eligible if you have been maintaining your F-1 or J-1 status, and if you have been making normal progress toward completion of your degree. Delays caused by academic probation or suspension are not acceptable reason for program extension.

Before you call our office (464-5333) to make an appointment with an international student advisor, you should gather the following documents:

- Current I-20 or DS-2019
- Valid passport and I-94 card
- Original financial support for the time period requested (dependents included)
- Completed Academic Advisor Form ([hyperlink](#))
- If you have changed your major or added a major, please bring documentation to prove the change.

Important Note:

Extension of F-1 or J-1 status is the student's responsibility. If your I-20 or DS-2019 expires, you are out of status and would need reinstatement from USCIS; if you work after your I-20 or DS-2019 expires, you are considered to have engaged in unauthorized employment and you would face serious consequences. **Apply early and schedule an appointment with an advisor at OIP at least one month before your I-20 or DS-2019 expires; make sure you have all the required documents at the meeting.**

Academic Advisor's Recommendation Form for Program Extension (F-1 or J-1 Student)

A. To be completed by student:

Student's Name: _____ email: _____

ID Number: _____ Degree/major _____

I-20/DS-2019 Expiration Date: _____

B. To be completed by the above student's academic advisor: Department of Homeland Security requires the following information before an international student can apply for an extension of their non-immigrant status. Please contact the Office of International Programs for any questions:

Phone: 464-5333, fax: 464-6868; office location: 209 Harre Union;

web site: <http://www.valpo.edu/international>

Thank you for your assistance.

I. Academic History:

Number of credits required for degree _____ For course work _____

Describe any additional requirements: _____

Total credits earned to date _____ Course work remaining _____

II. Current Status:

1. I anticipate that this student will complete all requirements for the current program of study on or about:

_____ (month) _____ (day) _____ (year)

2. This student has not yet completed the current program of study due to (please check all reasons which apply):

_____ Delays caused by a change in major field of study

_____ Delays caused by lost credits upon transfer to our school

_____ The original length of time given on this student's I-20 or DS-2019 was not sufficient

_____ Other (please explain): _____

I, therefore, recommend that this student be allowed additional time to complete studies.

Advisor's signature _____ phone: _____

Name and title (please print) _____

Department (please print) _____

Date _____ (month) _____ (day) _____ (year)