

## F-1 STUDENT PROGRAM EXTENSION REQUEST

**DEADLINE:** A minimum of three (3) weeks **BEFORE program completion date** in Section 5 on current Form I-20, a program extension request must be submitted to the Center for Global Health (CGH). An international student seeking program extension after the program completion date is considered out of status and must file for reinstatement with USCIS.

**ELIGIBILITY:** An F-1 student currently maintaining legal status and making normal progress toward completing the degree program, but unable to complete the course of study by the program completion date in Section 5 on the Form I-20, is eligible to apply for program extension. The delay must be caused by compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses. Delays caused by academic probation or suspension are not acceptable reasons for program extension.

<b>Section A – Student Information</b>	
Student Name:	SEVIS ID:
MUSC College:	MUSC ID:
Degree:	Major/Field of Study:
Program completion date in Section 5 on current I-20 (mm/dd/yyyy):	
Explain the compelling academic or medical reasons that delay your completion of the program before the current completion date (Please read the “Eligibility” section above for reference):  <hr/> <hr/> <hr/> <hr/> <hr/>	
Do you have dependents in F-2 status? <input type="checkbox"/> yes <input type="checkbox"/> no	

**FINANCIAL SUPPORT:** Proof of financial support must be provided for the first year of the new extension period or, if shorter than one year, to the end of extended period. Tuition and living expenses depend on degree level, major and period of extension. Please list the amount of funds below and attach original, certified financial documentation.

<b>Section B – Financial Support</b>
Sponsor funds (*attach official evidence of funding and sponsor letter): \$
MUSC funds (*attach letter of assistantship, stipend, scholarship, job offer, etc.): \$
Personal funds (*attach certified bank statement): \$
Funds for dependents—spouse \$500 per month, child \$300 per month per child (*attach certified bank statement): \$

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**ACADEMIC DEPARTMENT APPROVAL:** The international student above is in F-1 student visa status. The student's program is scheduled to end soon in SEVIS (Student & Exchange Visitor Information System), the web-based system that the U.S. Department of Homeland Security uses to track international students and their schools. In order to maintain legal status, the student is applying for a program extension. F-1 regulations require that the student must be studying/researching full time making normal progress toward completing the degree program and the delay of his/her degree completion is not caused by academic probation, separation, or suspension.

<b>Section C – Academic Department Approval</b>
Is the student in good academic standing? <input type="checkbox"/> yes <input type="checkbox"/> no
Has the student been studying/researching full time? <input type="checkbox"/> yes <input type="checkbox"/> no
How many credits has the student completed?
How many more credits will the student have to complete?
When did/will the student complete coursework (mm/dd/yyyy)?
Is the student considered making normal progress towards completing the degree program? <input type="checkbox"/> yes <input type="checkbox"/> no
What is the academic reason that this student has not completed his/her program in the normal allowable time? Please provide a detailed explanation.  _____  _____  _____  _____  _____
What is the new expected completion date of this student's program (mm/dd/yyyy)?
Do you approve the student's application for program extension? <input type="checkbox"/> yes <input type="checkbox"/> no

**Dissertation/Thesis Advisor**

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

**Graduate Program Director**

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

<b>CGH Use Only</b>		
<input type="checkbox"/> Extension is approved and entered in SEVIS	<input type="checkbox"/> Extension is not approved	
DSO/PDSO Name _____	Signature _____	Date _____