

**Program Extension Recommendation Form**

**To be completed by student**

Complete the information requested below and take the form to your Academic Advisor to have the bottom portion completed. Bring the completed form with you when you meet with the International Student Advisor to apply for your extension. Students who have not updated their financial information on their I-20 within the past 12 months will need to provide new financial documentation to demonstrate the continued ability to cover school expenses during the extended period of authorization.

Name: \_\_\_\_\_ UND ID#: \_\_\_\_\_

Local address: \_\_\_\_\_

Email: \_\_\_\_\_ Tel #: \_\_\_\_\_

**TO BE COMPLETED BY ACADEMIC ADVISOR OR DEPARTMENT CHAIR:** This form is provided for your convenience and is designed to facilitate the communication of information required by U.S. Citizenship and Immigration Services for students who will not complete their studies within the recommended time frame for their level of study. You can find the relevant regulatory citation on the back of this form. If you have any questions about the regulations or the completion of this form, please email one of the International Student Advisors at the International Center. Their emails can be found in the UND directory or by searching "UND International Center" and clicking "Contact Us".

The student is engaged in the following course of study:

Degree program: \_\_\_\_\_ Anticipated graduation date: \_\_\_\_\_

The student has not yet completed the course of study due to (please pick one):

- Delay caused by a change in 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
- No unusual delay. Original completion date unreasonable for average student in this program

**Immigration regulations do not allow for a program extension unless the student's physical presence in the United States is required and the work cannot be remotely completed overseas (see reverse).**

Provide an explanation of specific tasks requiring the student's physical presence in the United States; describe why these task could not be completed remotely:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Is this student making normal progress towards his or her current degree?**

- Yes       No

**Do you recommend that this student receive additional time to complete his or her studies?**

- Yes       No

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

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

Printed name and title: \_\_\_\_\_

Tel#: \_\_\_\_\_

## **Program Extension Recommendation Form**

Below are the two regulatory citations that govern student's eligibility for a program extension. When determining a student's eligibility for program extension, two conditions must be met:

1. The student's physical presence in the United States must be required. Work that may be completed remotely from outside the United States would not qualify for a program extension –

8 CFR 214.2(f)(6)(iii)(C)

If the student is not required to take any additional courses to satisfy the requirements for completion, but continues to be enrolled for administrative purposes, the student is considered to have completed the course of study and must take action to maintain status. Such action may include application for change of status or departure from the U.S.

2. The reason for the student's extension is reasonable for someone making normal progress toward a particular degree and academic in nature –

8 CFR 214.2(f)(7)(iv)

An F-1 student who is unable to meet the program completion date on the Form I-20 may be granted an extension by the DSO (the DSO is the International Student Advisor) if the DSO certifies that the student has continually maintained status and that the delays are 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 extensions. A DSO may not grant an extension if the student did not apply for an extension until after the program end date noted on the Form I-20. An F-1 student who is unable to complete the educational program within the time listed on Form I-20 and who is ineligible for program extension pursuant to this paragraph (f)(7) is considered out of status. If eligible, the student may apply for reinstatement under the provisions of paragraph (f)(16) of this section.

International Student Advisors lack the expertise to determine the academic reasonableness of a particular student's request, and request the Academic Advisor's assistance in making this determination. By signing this form, the Academic Advisor confirms that the student meets the conditions set by regulations regarding an extension. We appreciate your assistance in this matter. Please contact the International Center using the contact information on the front of this form if you have any questions.