
Program Extension Important Information

F-1 and J-1 students are admitted to the United States for “D/S” (duration of status). Duration of status refers to the period of time that a student is pursuing a full course of study, plus any training authorized following completion of the course of study. The Form I-20 or DS-2019 lists the date that the university expects students to complete their program of study. Students who are unable to complete their program of study by the expected completion date must apply for an extension.

Students are eligible for an extension only if they continuously have maintained lawful F-1/J-1 status and are able to verify that there were legitimate academic or medical problems which caused the delay. Such problems are defined by U.S. immigration regulations as matters such as change of major or research topic, unexpected research problems or a documented illness. Academic problems such as being placed on probation or suspension are not cause for an extension of stay.

If a student neglects to extend their Form I-20 or DS-2019 in a timely manner, then the student is in violation of their non-immigrant status and may jeopardize the continuation of their program of study.

Please submit this form within one semester of the end date listed on your current form I-20, along with proof of financial support for the time period for which you are requesting the extension. If Graduate School approval is needed, it can take up to two weeks to process the form. If the immigration coordinator determines that an extension is warranted, a new Form I-20 or DS-2019 will be issued. We may request additional documentation if needed.

Acceptable Funding Documentation for Program Extensions

Graduate Assistantship Letter or Contract Verifying

- Full name
- Position title and percent appointment
- The length of time that you will hold the position
- Benefits, such as tuition/fee waiver, health insurance, activity fees, COTA, recreation fee, etc.
- The amount of your monthly stipend and whether it is a nine or 12 months appointment

Letter from the Bank or Paper/Online Bank Statement

- Full name
- Account number – only if name is not documented on the statement
- Date – must reflect a date within the past 12 months
- Amount of available funds
- An Affidavit of Financial Support must accompany documentation if not personal funding

Government Sponsorship Letter

- Full name
- Date – must reflect a date within the past 12 months
- Amount of available funds in U.S. dollars or confirmation of full tuition and living expense coverage
- Length of time the sponsorship is valid
- Dependent coverage availability, if applicable

Program Extension for Graduate Students

Section 1: To Be Completed by the Student (Please Print)

Last Name: _____

First Name: _____

Middle Name: _____ SEVIS Number: **N00** _____

Ohio State Email: _____ Phone: _____

Department: _____ Major: _____

Current Level of Education:

PhD Master's Other: _____

Semester and Year Current Program Began:

Autumn _____ Spring _____ Summer _____

Current DS-2019/I-20 Expiration Date: _____
mm/dd/yyyy

Previous Terms Requested for Program Extension: _____

J-1 Students Only:

Have you applied for a waiver of the 212(e) two-year foreign residence requirement?

No Yes, and it was approved* Yes, but it was denied*

*Any time the Department of State has recommended to the Department of Homeland Security that a waiver of INA 212(e) be granted, the J-1 student is no longer eligible to extend the DS-2019.

Section 2: To Be Completed by the Academic Advisor

I, the academic advisor of the above-named student, **consider my advisee to be a full-time student making normal progress toward a degree.** I support their request for program extension.

Please check the appropriate box and provide a letter of explanation with this form that justifies the reason why the student has not yet completed the current program of study. The letter must provide evidence that the student is making academic progress and includes a plan detailing how degree requirements will be completed.

- Delay caused by a change in the major field of study
- Delay caused by a change in research topic
- Delay caused by unexpected research problems
- Delay caused by documented medical problems

Expected Semester and Year of Graduation:

- Autumn _____ Spring _____ Summer _____

- End of Semester Option (Graduate Students Only):** Check this box if you are graduating with the End of Semester option. For immigration purposes, students participating in the university-recognized End of Semester option will have an official program end date reflecting the End of Semester deadline established by the Graduate School.

I, the academic advisor of the above-named student, am aware that U.S. immigration regulations do not permit program extensions due to delays caused by financial difficulties, academic probation or suspension, and I recommend that this student be allowed additional time to complete their studies.

Name and Title: _____

Email: _____ Phone Number: _____

Signature: _____ Date: _____

Graduate Studies Committee Chair Signature: _____ Date: _____

Section 3: To Be Completed by the Office of International Affairs

- Approved Pending Graduate School Approval Denied

Signature: _____ Date: _____

Section 4: To Be Completed by the Secretary of Graduate School

- Approved Denied

Signature: _____ Date: _____

