Program Extension for F-1 Students

WHEN TO APPLY
You must request a program extension **before** the end date on your I-20. We **cannot** extend your I-20 after the expiration date has passed.

ELIGIBILITY
- You must have continually maintained status as an F-1 student throughout your program of study or been reinstated to legal student status.
- Delays in degree completion are caused by academic or medical reasons. Delays caused by academic probation or suspension are not acceptable reasons.

PROCEDURES

Step 1
- Complete Part A of **Request for Program Extension** form.
- Have your Academic Advisor, Department Advisor or Department Chair complete Part B of the form.
- Obtain financial documentation to show funding for the period of your extension.

Step 2
- Make an appointment with an International Student Advisor.
- Bring the completed form and the financial verification to the appointment.

Step 3
- If your request is approved, International Programs will issue you a new I-20 for continued attendance.

IMPORTANT
- If you fail to apply for a program extension before your current I-20 expires, you will be considered **out of status**.
- If you are not eligible to apply for a program extension, you must see an International Student Advisor immediately.
- If you are going to travel outside the U.S. you must use the new I-20 for re-entry.
- Optional Practical Training is not part of the expected completion date.
## F-1 Request for Program Extension

### Part A: To Be Completed By Student

<table>
<thead>
<tr>
<th>Today’s Date</th>
<th>LCSC ID #</th>
<th>SEVIS ID # (I-20 number)</th>
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<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Local Address</th>
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<table>
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<tr>
<th>Phone #</th>
<th>Expected Degree Completion Date</th>
<th>Expiration Date on Current I-20</th>
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</table>

### Part B: To Be Completed by Academic Advisor/Dept. Advisor or Dept. Chair

1. The student is engaged in the following academic program.
   **Major:** __________________________ **Degree:** __________________________

2. This student will not be able to complete the program of study by the expiration date on the current I-20 as a result of delays caused by: *(please check all that apply.)*
   - Change of Major
   - Courses Required for Major were not Offered
   - Additional Prerequisites Required
   - Other Compelling Academic Reasons: *(explain)* __________________________

3. Expected Degree Completion Date *(month/year)*: __________________________

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<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tr>
<th>Signature</th>
<th>Today’s Date</th>
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<table>
<thead>
<tr>
<th>Department</th>
<th>Phone #</th>
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**For International Programs Office Use Only**

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<tr>
<th># of credits</th>
<th>Class Standing</th>
<th>GPA</th>
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</table>

**Academic Standing:** ________ **SEVIS notification by (initials)** ________ **Date:** ________

**International Programs Office**

IPO Room 11   Lewis-Clark State College

500 8th Ave. Lewiston, ID   Phone: (208)-792-2877