



PROGRAM EXTENSION FOR A STUDENT

Updated March 2008

FREQUENTLY ASKED QUESTIONS (FAQ)

What is a program extension?

A program extension is the process of obtaining a new I-20 (for F-1 students) or DS-2019 (for J-1 students) to extend a student's authorized period of stay in the United States. A program extension is appropriate when a student is unable to complete the original study objective before the expiration date on the current I-20 or DS-2019.

Who is eligible for a program extension?

You are eligible for a program extension if you (1) have been enrolled full time throughout your period of studies (or have an OISS Part-Time Enrollment Authorization Form on file for each applicable semester), (2) have otherwise maintained your immigration status, and (3) the additional time is needed for *academic* or *medical* reasons.

Who is not eligible for program extension?

You are not eligible for an extension if you have been dismissed from the university. If you have been dismissed, you may want to discuss your options with an OISS adviser. Nor are you eligible if you have ever been enrolled less than full-time and do not have a completed Part-Time Enrollment Authorization Form on file with the OISS. Nor are you eligible if you have completed all terms of your program of study and simply wish to delay graduation. Nor are you eligible if you are out of status with the U.S. Citizenship and Immigration Services (USCIS) in any way.

When should I seek a program extension?

The regulations require *both* F and J students to obtain extensions *before the expiration date on their current I-20 or DS-2019*. Students who fail to obtain the extension *before* the I-20 or DS-2019 expires are considered "out of status" and must seek reinstatement. Reinstatement can require a long processing period, during which time a student cannot legally be employed, even on campus. ***Reinstatement may be difficult to obtain, even for simple reasons like "forgetting" that your I-20 or DS-2019 expired.***

What are the consequences of failure to obtain a program extension?

If you forget the deadline and apply late, you will be “out of status”. If you are employed and overlook the date, you WILL be working “illegally” and may begin accruing “unlawful presence.” Such mistakes will jeopardize prospects for obtaining employment authorization, extensions of stay, and obtaining permanent resident status. They could even lead to being banned from entering the United States.

What is the procedure for obtaining a program extension?

1. ***Get your academic adviser’s approval.*** At least one month before your I-20 or DS-2019 expires (and preferably earlier than that), ask your academic adviser or department chair to complete an “Academic Adviser’s Recommendation for Program Extension,” a copy of which is included in this packet.
2. ***Meet an OISS adviser during walk-in hours.*** After you have your academic adviser’s approval, meet with an OISS adviser during walk-in hours, 9:30-11:30 and 1:30-3:30 Monday-Friday.
3. ***Bring the following to your visit with the OISS adviser:***
 - The completed Academic Adviser Recommendation form, filled out and signed by your academic adviser.
 - The completed Request for I-20/DS-2019 form, filled out and signed by you.
 - Updated financial documentation: for example, a bank statement (issued within the last 6 months) or offer letter for a graduate assistantship, so please bring this information with you. We cannot process your extension without updated financial documentation.



ACADEMIC ADVISER'S RECOMMENDATION FOR PROGRAM EXTENSION

To be Completed by Student:

Family Name _____ First Name _____

E-Mail Address _____ Student ID # _____

To be Completed by Academic Adviser or Department Chair: The application will be rejected if this portion is completed by the student. This form is provided for your convenience and is designed to facilitate the communication of information required by U.S. immigration regulations for students who will not complete their studies within the "normal" time frame for their level of study.

If you have any questions regarding the regulations or the completion of this form, please do not hesitate to call us at 335-0335 or e-mail oiss@uiowa.edu.

1. The student is engaged in the following course of study:

Major: _____ Degree Level: _____

Number of Credits Earned To Date: _____ Total Required for Degree _____

New Anticipated Graduation Date: _____
Month / Year

2. Has the student made normal progress toward the degree? Yes No

3. The student has not yet completed the course of study due to:

- Delay caused by a change in area of specialization
- Delay caused by a change in research topic
- Delay caused by unexpected research difficulties
- Delay caused by lost credits upon transfer to the UI
- No unusual delay: original completion estimate not reasonable for average student in this program
- Other (Please explain on the reverse side.)

4. I am aware that the U.S. Citizenship and Immigration Services does not allow program extensions due to delays caused by financial difficulties, failure to find employment, academic probation, suspension, or ancillary coursework not necessary to graduate, and I recommend that the student be granted additional time to complete the course of study.

Academic Adviser's (or Chair's) Signature

Date

Academic Adviser's (or Chair's) Name

E-mail Address

STUDENT REQUEST FOR PROGRAM EXTENSION

Updated March 2008

Family Name: _____ **First Name:** _____

Email: _____ **Student ID #:** _____ **Date:** _____

Financial Support: *Check all that apply. A new document will not be issued without current financial evidence.*

- Graduate Assistantship Amount: \$ _____ *(Must provide copy of offer letter from department stating salary.)*
- Personal Funds Amount: \$ _____ *(Must provide copy of most recent bank statement.)*
- Family Funds Amount: \$ _____ *(Must provide documentation of family funding no more than 6 months old.)*
- Other Sources of Funding Amount: \$ _____ *(Must provide documentation no more than 6 months old.)*

TOTAL AMOUNT: \$ _____ *Note that the total amount MUST match the total anticipated tuition/expenses as listed below.*

Do you have any dependents currently in F-2 or J-2 status? Yes No

Have you ever been dismissed or suspended from the University of Iowa? Yes No

Have you ever been authorized for full-time CPT for this current degree program? Yes No

Are you currently late in paying your University of Iowa U-Bill? Yes No

I am aware that the U.S. Citizenship and Immigration Services does not allow program extensions due to delays caused by financial difficulties, failure to find employment, academic probation, suspension, or elective coursework not necessary to graduate. By applying for this extension, I verify there are legitimate academic reasons for the extension request.

_____ _____
Student Signature *Date*

The following chart indicates how much financial support must be documented for I-20's or DS-2019's for various situations. The listed amount is a combination of tuition, student activity fee, student service fee, student health fee, computer lab fee, living expenses, books, international student fee, and health insurance. For tuition/expenses for programs not listed, contact an OISS adviser.

Funding Amount to Show for Student Alone -

| | Resident Rate | Non-Resident Rate |
|---|----------------------|--------------------------|
| Grad – College of Liberal Arts | \$16,655 | \$30,743 |
| Grad – PhD Continuous Reg, Liberal Arts | \$10,328 | \$11,134 |
| Grad – College of Engineering | \$16,655 | \$30,929 |
| Grad – MBA | \$27,421 | \$39,794 |
| Grad – MAC | \$20,661 | \$34,044 |
| Grad – MPH | \$20,099 | \$33,520 |
| Undergrad – College of Liberal Arts | \$16,784 | \$30,898 |
| Undergrad – College of Business | \$16,902 | \$31,016 |
| Undergrad – College of Engineering | \$16,950 | \$31,064 |
| Undergrad – PharmD | \$28,290 | \$42,926 |

F-2 and J-2 Dependents – Dependents require adding additional expenses to the amount listed above. These include additional living expenses (\$3200/spouse and \$2500/each child) + increased rates of health insurance.

| | Graduate Assistants on UI GradCare | Undergrads and Grads on SHIP |
|-----------------------------|---|-------------------------------------|
| Student + Spouse | \$3344 | \$4584 |
| Student + Children | \$547 + \$2500/each child | \$4706 + \$2500/each child |
| Student + Spouse + Children | \$752 + \$2500/each child | \$10,488 + \$2500/each child |