



International Student & Scholar Services

Madison Hall, 2nd Floor - MSC 5731 • Harrisonburg, VA 22807 • (540) 568-5209 phone • (540) 568-3310 fax • iss@jmu.edu

Extension Request Form to Complete Program

If you need more time (beyond the program dates listed on your I-20) to complete your degree, you must submit this form to ISSS prior to the Program End Date on your I-20. Once the program end date has passed, you cannot receive an extension.

Note: ISSS is not legally permitted to extend your I-20 if you only need the extension because you performed poorly academically and have not earned the number of credits you need to graduate.

To be completed by STUDENT:

Student's Name: _____ Student ID #: _____

Major: _____ Program (check one): Graduate Undergraduate

Reason for Extension Request (brief description):

To be completed by JMU ACADEMIC ADVISOR/FACULTY ADVISOR:

This form is provided to facilitate the communication of certain information required by regulations of the U.S. Citizenship and Immigration Services (USCIS). Its completion is needed for a student in F-1/J-1 status to be granted an extension of the time limitation placed by the USCIS on the student's current program of study. Questions can be directed to International Student & Scholar Services.

1. Has this student been continuously enrolled for a full course of study? Yes ____ No ____
2. This student is expected to complete the requirements for their program of study by the end of: _____
(semester/year)
3. This student has not yet completed the current program of study due to (please check all reasons that apply):
 - Delay caused by a change in the major field of study
 - Additional time needed to complete a second major field of study
 - Additional time needed to complete dissertation/thesis
 - Delay caused by unavailability of required classes
 - Delay caused by a change in research topic and/or unexpected research problems
 - Delay caused by documented medical problems
 - Other (please provide a letter of explanation with this form)
4. Any additional comments:

I certify that all information provided on this form is accurate to the best of my knowledge and judgment.

Signature: _____ Date: _____

Name and title (please print): _____

Department: _____