



F-1 Extension of Stay Request

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 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.

Personal Information

Family or Last Name _____ First Name _____

UU Student ID _____ Tel. Number _____

Level: Bachelor's Master's Program: _____

Date Requested (semester/year) _____ Expected Graduation Date _____

Number of Credit Hours Enrolled at Union University _____

Student's Signature _____ Date _____

Select a Reason for Extension of Stay:

Please check one of the following options listed below and be sure to attach any required documents from your academic advisor and/or medical physician to support your case. Please see Extension of Stay Guidelines.

- Change of Major** (Academic Adviser)
- Unexpected Research Problems** (Academic Adviser)
- Medical condition** (medical documentation)
- Other** _____

Please explain why you are requesting an extension of stay:

Student must apply for an extension of stay with the DSO. Upon approval, the DSO will issue a new I-20 with the new program end date listed.

For office use only

Approved Returned (documents missing/incomplete) Denied (see comments below)

Comments: _____

DSO Signature _____ Date _____



Extension of Stay Eligibility

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 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 is considered out of status. If eligible, the student may apply for reinstatement.

Extension of Stay will be considered based on the following reasons:

1. Academic Reasons

- Change of major
- Change of major research topics
- Unexpected Research Problems

Required Documentation: For all of the above exceptions, the student needs to provide a letter from the academic adviser and/or instructor confirming the student is experiencing one of the following academic situations.

2. Medical Condition

- Documented Illness that inhibited you to participate in classes.

Required Documentation: The student must provide formal documentation from a physician or licensed mental health practitioner. This documentation must be on the physician's or practitioner's letterhead and submitted each semester.