

## PROGRAM EXTENSION REQUEST

Please complete the following and submit it with all required documentation to the IA Office, Copper House 9202 or by email to [international@uccs.edu](mailto:international@uccs.edu). You will receive an email at your UCCS email address when your new I-20 is available. Submit at least 30 days before the ending date of your document. Please allow 3 business days.

Last Name	Given Name(s)	UCCS ID	Phone Number
E-mail (UCCS email address)	College	Major	Degree Level

Current I-20 expiration (program end) date: \_\_\_\_\_

Please note:

- Extensions are maximum one year beyond the expiration date, or as recommended by your academic advisor, whichever is less.
- Extensions cannot be requested after your I-20 expires as you will be out of status and require an application for reinstatement.

Have you ever been on UCCS academic probation or academic suspension?    \_\_\_\_ Yes    \_\_\_\_ No

In order to request an extension, please provide ALL the following items with this completed form:

- I-20 Extension Request** form
- Academic Advisor's Recommendation for Extension**, completed and signed by your academic advisor (undergraduate students) or graduate program advisor (graduate students)
- Proof of Financial Support** (Undergraduate students \$39,700/year, Graduate students \$30,400/year. For each dependent (spouse and/or child) – additional \$8000/year/dependent.

Please check and provide the funding information which applies to you and provide proof of financial support (for example, current bank account statement, letter showing available funds, other financial documentation showing available liquid funds, etc.) The document(s) must be in English and dated in the last 6 months.

\_\_\_\_\_ Personal and/or family: Verification of funds, such as a bank statement, with name of sponsor, date, amount, and currency

\_\_\_\_\_ Government Sponsor: A copy of the signed letter certifying sponsorship is required. The letter must be complete, specific to your correct degree program at UCCS and cover the duration of your extension request.

\_\_\_\_\_ UCCS Assistantship/Fellowship/Scholarship: A copy of the UCCS department's letter or award letter.

\_\_\_\_\_ Other: \_\_\_\_\_ Provide signed certification.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Academic Advisor's Recommendation for Extension

## Request for extension of a program of study

_____	_____	_____
Date	Student ID	Student Email
_____	_____	_____
Last Name	Given Name(s)	Phone Number

### For **ACADEMIC ADVISOR** to complete

Academic Advisor – This form is to facilitate communication of certain information required by US government regulations for international student extension requests. The international student whose name appears above wishes to apply for an extension of time allocated for completion of their studies. Please complete and sign the form and return to International Affairs via email to [international@uccs.edu](mailto:international@uccs.edu). Thank you for your assistance with this student request.

1. Student's Major: \_\_\_\_\_ Degree Level: \_\_\_\_\_  
Total number of credits required for degree: \_\_\_\_\_  
Remaining number of credits not yet completed: \_\_\_\_\_
2. Student is expected to complete the program of study in Semester: \_\_\_\_\_  
Year: \_\_\_\_\_  
(Note that extensions are maximum one year for each requested extension)
3. Is this student making normal progress towards his/her current degree? \_\_\_\_ Yes \_\_\_\_ No
4. Do you recommend this student be given additional time to continue his/her studies: \_\_\_\_ Yes \_\_\_\_ No

This student has not yet completed the current program due to (please check all that apply):

- \_\_\_\_\_ Delay caused by a change in major field of study
- \_\_\_\_\_ Delay caused by a change in research topic
- \_\_\_\_\_ Delay caused by unexpected research problems
- \_\_\_\_\_ Delay caused by lost credits upon transfer to our school
- \_\_\_\_\_ Original length of time given to complete studies was not sufficient for an average student in this program
- \_\_\_\_\_ Other, please explain: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

_____	_____
Academic Advisor or Department Head/Dean/s Signature	Date
_____	_____
Academic Advisor or Department Head/Dean's Printed Name	Title
_____	_____
UCCS Email Address	Telephone number
_____	_____
Signature of your Graduate Program Coordinator (Graduate Student Only)	Date