



## ACADEMIC ADVISOR'S RECOMMENDATION FOR EXTENSION OF TIME FOR A PROGRAM OF STUDY

Please submit this form to ISSS along with (1) your current I-20 or DS-2019 and (2) updated financial documents or proof of funding.

Date \_\_\_\_\_ Student ID# \_\_\_\_\_ E-mail \_\_\_\_\_

Family Name \_\_\_\_\_ First Name \_\_\_\_\_

Local Address \_\_\_\_\_ Local Phone # \_\_\_\_\_

Office Address \_\_\_\_\_ Office Phone # \_\_\_\_\_

Visa: (please check one)      F-1                  J-1

**Academic Advisor or Department Head:** The foreign student whose name appears above wishes to apply for an extension of time allocated for completion of his or her program of study. Please complete the form in full and return it to the International Center at N52 Memorial Union.

1. The student is engaged in the following academic program:

Major \_\_\_\_\_ Degree \_\_\_\_\_

Number of credits required for the degree \_\_\_\_\_

Semester/Year expected to complete program of study (month/day/year) \_\_\_\_\_

Ph.D. Students: Date of candidacy exam \_\_\_\_\_

Ph.D. Students: Date of comprehensive exam \_\_\_\_\_

2. Is this student making normal progress towards his or her current degree? Yes \_\_\_\_\_ No \_\_\_\_\_

3. Do you recommend that this student be given additional time to continue his/her studies?  
Yes \_\_\_\_\_ No \_\_\_\_\_

4. This student has not yet completed the current program of study 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
- No unusual delay. The original length of time given to complete studies was not reasonable for an average student in this program.
- Other (please explain on the reverse side of this form)

Signature \_\_\_\_\_ Title \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Campus Address \_\_\_\_\_ Phone # \_\_\_\_\_