Request for I-20 Extension (Program Extension) for F-1 Students

If you will not be able to complete the degree program by the date listed in Program of Study section of your I-20 (“Program End Date MM/DD/YYYY”), you will need to submit a request for program extension to the Center for International Education BEFORE the current completion date on your I-20 in order to maintain your F-1 status.

A student who does not complete his or her program before the Program End Date listed on the Form I-20 and does not meet the eligibility criteria for program extension is considered out of status and must apply for reinstatement to student status.

A student who has not completed the program by the completion date and fails to extend their I-20 will be out of status and must apply for reinstatement to student status.

**CIE cannot extend your Program End Date if your current Program End Date has passed**

**Eligibility for Program Extension**
- Student must have maintained F-1 status to this point
- Delay in program completion is caused by “compelling academic or medical reasons” [8CFR214.2(f)(7)(iii)]
  - Delays caused by academic probation or suspension do not qualify

**How do I apply for a Program Extension?**
1. Verification of Remaining Requirements (email is ok)
   - Graduate Students-Meet with your academic (major) department advisor and have him or her email CIE your remaining requirements and which semester you will finish your program.
     - Thesis/Project- Have your project/thesis advisor and have him or her email CIE your verifying you are making progress and expected completion project semester.
   - Undergraduate Students-Meet with your academic department advisor and G.E advisor (Sam Tran) and them email CIE your remaining requirements and which semester you will finish your program.

** ****College of Business & Economics** students can request verification here [www.csueastbay.edu/cbeugforms](http://www.csueastbay.edu/cbeugforms)

2. Complete the Declaration of Finances form (Page 2 of this handout)
3. Prepare new documentation to show financial support for the remainder of your academic program
4. Submit all the above documents to the Center for International Education BEFORE your current I-20 expires.

If your program extension is approved, a new Form I-20 will be created for you and SEVIS will be notified of your program extension.

If you have any questions about program extension, please schedule an appointment with an international student advisor at 510-885-2880.

August 2018
**I-20 Extension: Declaration of Finances**

The following is an estimate of the cost of one academic year (2 semesters):

<table>
<thead>
<tr>
<th></th>
<th>Undergraduate (based on 12 units per semester)</th>
<th>Graduate (based on 8 units per semester)</th>
<th>Graduate Business Professional Programs *MBA, MSBA (based on 8 units per semester)</th>
<th>Master of Science in Accountancy 17 Month</th>
<th>Master of Science in Accountancy 20 Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees</td>
<td>$16,488</td>
<td>$15,546</td>
<td>$20,406</td>
<td>$24,915</td>
<td>$33,555</td>
</tr>
<tr>
<td>Health Insurance (based on 12 months)</td>
<td>$1,668</td>
<td>$1,668</td>
<td>$1,668</td>
<td>$1,668</td>
<td>$1,668</td>
</tr>
<tr>
<td>Living Expenses (based on 9 months)</td>
<td>$18,000</td>
<td>$18,000</td>
<td>$18,000</td>
<td>$18,000</td>
<td>$18,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$36,156</strong></td>
<td><strong>$35,214</strong></td>
<td><strong>$40,074</strong></td>
<td><strong>$44,583</strong></td>
<td><strong>$53,223</strong></td>
</tr>
</tbody>
</table>

**Section 1: Student Information**

<table>
<thead>
<tr>
<th>Family Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>NetID</th>
</tr>
</thead>
</table>

**Section 2: SOURCES OF FUNDS - YOU MUST PROVIDE REQUIRED DOCUMENTATION.**

Financial documents that demonstrate proof of funding must be in English and must:

- Be an official bank statement or bank letter on letterhead with a stamp/seal and/or bank officer’s signature.
- Include an issue date that is within the past 6 months
- Include the account holder’s name.
- Include a specific amount in dollars (USD).

<table>
<thead>
<tr>
<th>Acceptable Types of Documentation</th>
<th>Not Acceptable Types of Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Letters</td>
<td>Employer Letters / Salary Statements</td>
</tr>
<tr>
<td>Bank Statements (Savings or Checking Accounts)</td>
<td>Line of Credit Letters</td>
</tr>
<tr>
<td>Fixed/Term/Time Deposits - must be able to be withdrawn at any time without penalty</td>
<td>Provident (Retirement) Fund Statements</td>
</tr>
<tr>
<td>Loan Letters</td>
<td>Stock Market, Equity, or Mutual Fund Statements</td>
</tr>
<tr>
<td>Scholarship Letters (Private, Government, School, etc.)</td>
<td>Life Insurance Policy</td>
</tr>
<tr>
<td>Solvency Letter - Bank letter indicating funds immediately available to the individual</td>
<td></td>
</tr>
</tbody>
</table>

$____________ PERSONAL FUNDS

$____________ SCHOLARSHIP, GOVERNMENT, OR OTHER AGENCY FUNDS

$____________ FAMILY OR PRIVATE INDIVIDUAL AS SPONSOR (Complete Information below)

**Sponsor’s Name:** ___________________________ **Relationship:** ___________________________

**Sponsor’s Complete Address:** ____________________________________________________________

I guarantee without reservation to support annually the educational costs and living expenses including tuition and fees, meals, books, supplies, health insurance, medical and emergency expenses, travel and personal expenses of the student named on the reverse of this form while s/he is enrolled at California State University, East Bay. I further guarantee that the student will not become a public charge during his/her stay in the United States.

**Sponsor’s Signature:** ___________________________ **Date:** ___________________________

**Student Signature** ___________________________ **Date** ___________________________

August 2018