



THE UNIVERSITY OF TEXAS AT DALLAS

International Student Services
800 W. Campbell Rd., SSB34, Richardson, Texas 75080-3021
(972) 883-4189 ISSOCurrent@utdallas.edu

UT Dallas Program Extension Request Form

Student Name _____ UTD ID _____ Date of Birth _____

A. Student Certification (handwritten signature required).

I certify that my delay in completing this program is due to compelling academic or medical reasons, and not due to academic probation, unsatisfactory academic progress, or participation in Curricular Practical Training (CPT internship).

Student Signature: _____ Date: _____

B. Academic Department Certification. Please select the reason for the delay, or specify a reason on the line below.

- Change of Major
- Change in Thesis/Dissertation
- Unexpected research problems
- Prerequisites
- Documented medical illness. Documentation is required from a U.S. licensed medical physician.
- Other: _____

Expected date of program completion. Extensions may be based on normal completion of program at the end of a graduating term, or the date of defense of dissertation or thesis. Extensions may be requested for a maximum of one calendar year at a time. After that additional extensions may be requested if there is academic need.

- Term and Year when student will complete their studies (Ex. Spring 2016) _____
- Date of defense of thesis/dissertation (MM/DD/YYYY) _____

By signing this form you are verifying that the student's delay in completing their academic program is due to a compelling academic reason, and not due to academic probation, unsatisfactory academic progress or participation in Curricular Practical Training (CPT internship).

Academic Department: _____

Academic Advisor (Please Print): _____

Academic Advisor Signature: _____ Date: _____

C. Submit to the ISSO

- Program Extension Request Form
- Your UTD Financial Affidavit
- Supplemental financial support documents for the period of the extension

All supplemental funding documents must meet the requirements listed on the UT Dallas website at: <http://www.utdallas.edu/isso/i20-docs/>. **This form is valid for 6 months from the date of the earliest signature.** An e-mail will be sent to your utdallas.edu email address to notify you on the status of your I-20.

- **In person:** Submit to the ISSO during office hours. Monday - Thursday, 8:30am to 6pm. Friday, 8:30am to 5pm.
- **By e-mail** (additional paper copies are not required): Submit to ISSODocuments@utdallas.edu. Verify that the total size of attachments in one e-mail is not larger than 5MB. Do not send files in compressed formats, such as .rar or .zip. Instead, use a PDF, JPEG or DOC format.