

## **ACADEMIC ADVISOR'S RECOMMENDATION FOR EXTENSION OF PROGRAM OF STUDY FOR F-1 NON-IMMIGRANT STUDENT**

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The United States **Immigration and Naturalization Service (INS)** requires campuses to designate expected periods of time necessary for international students to complete certain degrees. The expected completion date is noted on **item #5 of the I-20 form**, originally prepared by the admitting office. Campuses are further allowed to add one year to the expected completion date in that item of the I-20 in order to allow a reasonable grace period for students who exceed the expected completion date. Thus, for example, a master's program that normally takes 2 years can be listed on item #5 as a program which takes 3 years. Therefore, the student would not need to obtain an extension on the I-20 form until just prior to the expiration date in item #5, or three years from the starting date of his/her program.

**Students who are nearing the expiration date of their program as noted on item #5 of the I-20 form must apply for an extension of program, within 30 days *before* that expiration date.** Failure to take care of this matter renders the student "out of status" and in a "deportable" situation. Expense and inconvenience would then most likely occur for the student to get back into valid F-1 status. Also, there is no guarantee that after the expense and inconvenience the student would be granted reinstatement. Students may apply for an extension under special circumstances such as change in major field or research topic, unexpected research problem or compelling and documented medical reasons. (Delays caused by academic probation or suspension would not be acceptable reasons for extending the program of study).

- Please complete the **form on the reverse** and have the student return it to the **International Student and Scholar Services** for processing.
- If you have any questions, please contact us:  
**International Student and Scholar Services, SL G-40**  
**Phone: 591-8189 / Fax: 591-8171 / E-mail: [jsss@uamail.albany.edu](mailto:jsss@uamail.albany.edu)**





MAJOR FIELD OF STUDY: \_\_\_\_\_

EXPECTED COMPLETION DATE: \_\_\_\_\_  
mo. day yr.

CURRENTLY PURSUING THE FOLLOWING EDUCATIONAL OBJECTIVE  
(please circle one):

/ bachelor's / master's / doctorate /  
/ non-degree undergraduate / non-degree graduate /  
other: \_\_\_\_\_

INDICATE THE NUMBER OF CREDITS FOR WHICH YOU WILL REGISTER FOR  
NEXT SEMESTER \_\_\_\_\_

#### FINANCIAL INFORMATION

- Attached is the latest **summary of cost estimates** for both graduate and undergraduate students. Please use these figures to guide you in providing the financial information that shows that **you have the required funding** to meet these costs of study.
- Please supply bank statements, award /assistantship letters, or/and other documents to demonstrate your financial support. **Without these verifications of finances, your I-20 cannot be prepared.**

#### SUMMARY OF FINANCIAL SUPPORT

Student's personal funds	\$ _____	
Funds from University:		
Assistantship/Fellowship	\$ _____	(Stipend amount only)
Tuition Waiver Scholarship	\$ _____	(please show \$ amount: see attached cost sheet)
Other (please specify)	\$ _____	
Family Funds (please specify)	\$ _____	
Other sources of support (please specify)	\$ _____	
TOTAL	\$ _____	

Signature of student: \_\_\_\_\_

Date: \_\_\_\_\_

## **Cost Estimates for International Students (9 months):**

Students, please find your category below when filling the financial portion of the I-20 or DS-2019 request form.

### **Undergraduate Students, Full Time (12 credits/semester):**

tuition and fees:	\$15,699.00
living expenses:	\$12,480.00
total:	\$28,179.00

### **Graduate Students, Full Time (12 credits/semester):**

tuition and fees:	\$15,524.00
living expenses:	\$ 8,600.00
total:	\$24,124.00

### **Graduate Students on Assistantships (9 credits/semester):**

tuition and fees:	\$11,870.00
living expenses:	\$ 8,400.00
total:	\$20,270.00

### **Doctoral Students after coursework before candidacy (3 credits/semester):**

tuition and fees:	\$ 4,694.00
living expenses:	\$ 8,300.00
total:	\$12,994.00

### **Doctoral Students at Candidacy Stage (1 dissertation credit – course number 899 ONLY/semester):**

tuition and fees:	\$ 2,306.00
living expenses:	\$ 8,200.00
total:	\$10,506.00

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**Note:** International students pay at the *out-of-state* tuition rate.

- Undergraduate student tuition is **\$536 per credit**.
- Graduate student tuition is **\$552 per credit**.