

ELIGIBILITY

A student is eligible for a program extension under these circumstances:

- 1) The delay in program completion must be caused by “compelling academic or medical reasons, such as changes of major or research topics, unexpected research problems, or documented illnesses.”
- 2) The extension must be approved by an international student adviser at the Office of Global Initiatives.
- 3) The delay in program completion cannot be caused by academic probation or suspension.

The program extension must be requested and processed before the expiration date on the current DS-2019. If a student thinks s/he may not pass a class or have a high enough GPA to graduate, it is advisable to apply for a program extension just in case s/he cannot finish in time.

APPLYING FOR AN EXTENSION

In order to apply for an extension, students must provide the following documentation to the international adviser at the Office of Global Initiatives:

- 1) Program Extension Form
- 2) [Financial Statement Form](#)
- 3) Proof of financial capability (bank statements, scholarship letter, etc., to cover the costs for one year or half year)
- 4) Proof of health insurance for the student and any dependents. Health insurance must meet the requirements of Department of State. See website for more information.

Once these documents are received and reviewed you will receive a new extended DS-2019.

Please allow up to 7 business days for processing.



J-1 PROGRAM EXTENSION FORM

All students requesting a DS-2019 extension must fill out this form.

PERSONAL INFORMATION (to be filled out by the student)

Name: _____ ID#: _____

Email: _____@njit.edu Major: _____ Today's Date: _____

ACADEMIC INFORMATION (to be filled out by the academic adviser)

Student level: Bachelor's Master's Doctorate CGPA: _____

Number of credits completed: _____ New expected program completion date: _____

Reason for Delay (check only one):

- Change of major
- Change in research topic
- Unexpected research problems
- Documented medical reason (attached documentation)
- Other compelling academic reason:

Explain the circumstances for the delay:

Required for all levels (undergraduate and graduate):

Academic Adviser Name	Signature	Date
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GLOBAL INITIATIVES ONLY

Received on _____ by _____ Banner entered on _____ by _____