

Virginia State University
Dr. George H. Bennett Office for International Education
Post Office Box 9086
Petersburg, Virginia 23806

Extension Request Form

Student Information:

Name of Student:

Phone number:

"V"

Degree:

Major:

Reason for Extension Request:

Academic Adviser

The foreign student whose name appears above wishes to apply for an extension of the time allocated for completion of his or her program of study. In order to fulfill federal requirements, please answer the following questions and return the form to International Student and Scholar Services as soon as possible. For graduate students, the extension is allowable for completion of dissertation work, otherwise, all immigration requirements for full-time enrollment apply.

1- Is this student normal progress towards his/her current degree?

____yes

____no

2. Do you recommend this student be given additional time to continue his/her studies?

____yes

____no

3. This student has not yet completed the current program of study due to (please mark all that apply):

____ Delay caused by a change in major field of study

____ Delay caused by lost credits upon transfer to our school

____ Delay caused by unavailability of required classes

____ Additional time needed to complete dissertation

____ Other (Please explain):

Signature

Title

Date