# Program Extension Approval Form

The following student is requesting an extension of his/her student visa documentation. Student must also provide proof of financial support for the duration of the extension. Extension cannot be granted until financial documentation is received and accepted. Once the appropriate section is completed with signatures, submit via email to isss@ksu.edu.

Family Name: _____ First Name: _____ WID: _____

Phone Number: _____ Email address: _____

Are you currently employed on campus? ☐ Yes ☐ No If yes, which department _____

The following sections must be completed by a staff member at K-State who has responsibility for monitoring the student's program and progress, such as an Academic Advisor, Major Professor, Dept. Graduate Director, Exchange Coordinator, or ELP representative.

**Undergraduate Students:**

Number of credits remaining: _____ Expected term of completion: _____
This student is making satisfactory academic progress: ____Yes ____No
This student has compelling academic reasons that warrant an extension: _____Yes _____No

Please Explain_____

_____

Academic/Faculty Advisor Signature Date

_____

Name, Title, and Department E-mail Address

**Graduate and Professional Students:** New expected completion date: _____

This student is making satisfactory academic progress: _____Yes _____No
This student has compelling academic reasons that warrant an extension: _____Yes _____No

Please Explain _____

_____

Dept. Graduate Program Director Signature Name, Title & Department

_____

Phone E-mail Address Date

*Upon receipt of this form, ISSS will confirm with Graduate School that all necessary documentation of student progress, including the program of study, is on file with the Graduate School.*

Grad School Stamp:

**Exchange Students:** New expected completion date: _____

Please check one of the following:

☐ This student will continue to have tuition remitted as part of the exchange program. (If additional support is provided, please attach letter detailing funding.)

☐ This student may continue to enroll as a non-degree student, however, he/she is responsible for all tuition/living expenses at the non-resident rate during the extended period.

- If the student is wanting to change to a degree seeking student, must visit International Admissions & Recruiting.

_____

Education Abroad Advisor Name (Printed and Signed) Email address Date

**English Language Program Students:** New expected completion date: _____

This student is making satisfactory academic progress: ___Yes __No
This student has compelling academic reasons that warrant an extension: _____Yes _____No

Please Explain _____

_____

Name (Printed and Signature), and Title E-mail Address Date

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International Student & Scholar Services

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