

PALM BEACH STATE COLLEGE

OFFICE OF INTERNATIONAL ADMISSIONS

F-1 PROGRAM EXTENSION

REQUIREMENTS

1. Student has remained in F-1 status
2. Student has a legitimate and **documented reason** to request the extension, for example:
 - a. Illness
 - b. Academic reasons beyond student's control, such as: need for additional classes or change in major.
3. Student needs to provide proof of his/her ability to pay for his/her educational and living expenses while attending Palm Beach State College.
4. If student fails to apply for extension within the 30-day period before ending date on the I-20, he/she must apply for **reinstatement**.

PROCEDURE

Student will need to submit the following documents to the Office of International Admissions and Recruitment at least 60 days before the ending date on the I-20:

- Completed I-20 Request Form
- Copy of student's original Certificate of Eligibility (I-20)
- Letter from Academic Advisor or Program Chair along with the student's Degree Audit indicating the student's new completion/graduation date. In the case of illness, student will need to submit documentation from a qualified professional requiring or recommending the interruption or reduction in studies.
- Proof of student's ability to pay for his/her educational and living expenses while attending Palm Beach State College. A letter from the student's financial institution showing a minimum balance of **\$24,000.00** or a notarized Affidavit of Financial Support Form signed by the student's sponsor along with the letter from sponsor's financial institution indicating the minimum balance.

The student will be issued a new I-20 indicating the new program completion date. The Office will notify the United States Citizenship and Immigration Services (USCIS) of the extension. If you have any questions regarding your eligibility for an extension, please contact our office.

**PALM BEACH STATE COLLEGE
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