



## DS-2019 Request Form for Extension to Complete Program Requirements

This form is to be used by continuing U-M students to request an DS-2019 extension to complete degree requirements.

**You must schedule an appointment with an International Student and Scholar Advisor to submit this request.**

LAST NAME		FIRST NAME	MIDDLE NAME	UMID #
DATE OF BIRTH (mm-dd-yyyy)	GENDER <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE		NUMBER of J-2 DEPENDENTS	UNIQUAME
TELEPHONE	DELIVERY METHOD <input type="checkbox"/> PICK-UP <input type="checkbox"/> SHIP (See " <a href="#">SHIPPING OPTIONS</a> ")			SEVIS ID #  N

### Important notes. Please read.

- This request should be received by the IC 30-60 days prior to the expiration date on your current DS-2019. If you fail to meet the deadline, there is no guarantee that your request will be processed before your current DS-2019 expires. This will have a negative impact on your immigration status.
- To be eligible for extension, you must be maintaining status, making normal progress toward completion of degree and have academic requirements remaining.
- Extensions may only be granted to students who can demonstrate that they have compelling academic or medical reasons.
- Delays caused by academic probation or suspension are not acceptable reasons for program extensions.
- Extension requests will not be granted solely due to delays caused by employment such as Academic Training.
- PhD students must comply with Rackham's "Time Limit for completing a Doctoral Degree" policy  
[http://www.rackham.umich.edu/policies/academic\\_policies/section5/#541](http://www.rackham.umich.edu/policies/academic_policies/section5/#541)

### Checklist of required documents.

- Copy of your passport page(s) showing your picture, biographical information, and its expiration date
- Copy of the front side of your most recent I-94 card
- Copy of your current DS-2019 (page 1)
- Completed [Academic Advisor Recommendation](#) form
- An unofficial transcript downloaded from [Wolverine Access](#)
- A completed [Financial Resources Statement](#) and supporting financial documents
- A signed affidavit of financial resources is required if family or other individuals are contributing to your education
- Optional: If you would like your form shipped to you, follow the [Express Mail Through eShip Global](#) instructions.

### Read the statement below, sign and date. An electronic signature is acceptable.

- I certify I have read the request form instructions and information in full.
- I certify the information I have provided is, to the best of my knowledge, accurate.
- I understand I (and any J-2 dependents) must have U-M approved health insurance for the duration of my J-1 status.
- I understand I must report any address changes, current (U.S.) or permanent (out of U.S.), through Wolverine Access within 10 days of the change.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please do not staple forms.**