

Jones Hall 2nd floor rm. 200

Office of International Education (OIE)

Tel: 940.898.3338

Fax: 940.898.2048

REQUEST FOR NEW I-20

Last Name:		First Name		Middle Name:
TWU ID:		Email:		Phone:
Date of Birth (mm/dd/yyyy):			Country of Citizenship:	
Local Address:				
Program of Study: <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's <input type="checkbox"/> Doctorate			Declared Major:	
I am requesting a new I – 20 for:		Document(s) Required:		
Change of Major		➤ New major must be listed in Colleague system		
OFFICE USE ONLY		➤ MAJOR CHECKED IN COLLEAGUE		
Program Extension (used to extend I-20 end date)		➤ Certification of Finances (found on OIE website) ➤ Academic Advisor Certification		
Lost/Stolen I-20		➤ Lost ___ Stolen ___ (attach copy of Police Report)		
Need dependent I-20s for my spouse and/ or children		➤ Marriage certificate for spouse and/or birth certificates for children ➤ Certification of Finances (found on OIE website)		
Travel		➤ Endorsement lines full ➤ Please complete Travel Endorsement Request		
Change of Level		➤ Certification of Finances (found on OIE website) ➤ Proof of acceptance in new level		
Change of Funding		➤ Certification of Finances (found on OIE website)		
Other		➤ See International Advisor		

FOR PROGRAM EXTENSION ONLY To be completed by academic advisor or department chair

The Department of Homeland Security requires that all F-1 students maintain valid F-1 status. This student is applying for an **extension** of his/her I-20 to maintain valid status completing his/her degree program. Federal regulations allow only certain compelling academic or medical reasons for a student to extend the F-1 status. Delays caused by academic probation and suspension are not allowed by regulation.

Compelling reason for extension:

_____ Change of major from _____ to _____

_____ Change in research topic or research problems.

_____ Deficiency courses required for degree.

_____ Transferred schools and lost credits.

_____ Medical condition. Medical documentation attached.

_____ Other compelling reason: _____

According to the degree plan on file with the department, the student is expected to complete his/her program by

Signature of Academic Advisor/Department Chair

Date

NOTE: The SEVIS electronic system allows a maximum one year extension from the current I-20 end date.