

OFFICE OF INTERNATIONAL EDUCATION

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Request to Extend Program

This form is used to request an academic program extension from the Office of International Education at UW-L.

Today's Date: _____ **DOB (mm/dd/yy):** _____

Student's Name (Family Name, First Name): _____

UW-L ID#: _____ **UW-L E-mail Address:** _____@uwlax.edu

1. Program Start Date: _____ **2. Program End Date:** _____

3. Major: _____ **4. Second Major:** _____

5. Minor: _____ **6. Length of Extension:** _____

Requirement Checklist:

_____ **A.** Letter from Academic Advisor or Graduate Program Director that includes the following points:
(The letter must be on letterhead with a signature and contact information.)
1. Student is making normal progress towards degree
2. Noting legitimate academic reasons for the delay (e.g. change in major, change in research topic, unexpected research delay, etc.)
3. Listing new date of graduation

_____ **B.** New financial documentation for duration of extension

_____ **C.** Check your I-20 to make sure all information is correct.

_____ **D.** Is your local address correct on your WINGS account?

Complete and submit this form to OIE along with a letter from your Academic Advisor or Graduate Program Director and new financial documentation at least 3 weeks prior to your program end date (see #2 above).

Student's Signature: _____ **Date:** _____

Local Phone Number: _____

OIE Office Use:

_____ Application Complete _____ New I-20 Created
_____ Request Approved _____ E-Mail Student