

The College of New Jersey  
**APPLICATION FOR J-1 PROGRAM EXTENSION**

The J-1 secondary-student category has a one year limit of participation. Extensions beyond the maximum duration of participation must be petitioned to the DOS (Department of State). In such cases, the new DS-2019 cannot be issued until DOS approval has been received.

**HOW TO QUALIFY FOR A PROGRAM EXTENSION**

- J-1 visitor must have been maintaining program status up to the point of the request for a program extension
- Extension cannot exceed the limit (1 year) for the secondary-student category.

*If you need to extend your program but do not meet these qualifications, please make an appointment to meet with Beverly Kalinowski, PDSO, Assistant Dean of the Office of International and Off-Campus Programs and Summer School to discuss your options.*

**HOW TO APPLY FOR A PROGRAM EXTENSION (within the duration of participation limits):**

**Complete the attached Request for Program Extension 1 month prior to the end date on the DS-2019.** Submit with the application **clear** and **convincing** documentation supporting the extension request; The DOS will be looking for unforeseen circumstances and compelling reasons. If the reason for your extension is academic, have the form certified by your academic advisor. If the reason is medical, attach documentation of the illness or medical condition. If your evidence of financial support is more than one year old, you must attach the required documentary evidence of financial capability for the remainder of the time you will need to complete your program of study. **We will review your Request for Program Extension, and if the reasons for the delay in completing your program meets Immigration's requirements, your program will be extended and a new DS-2019 issued to you.**

**HOW TO APPLY FOR A PROGRAM EXTENSION (beyond the duration of participation limits):**

**Complete the attached Request for Program Extension 1 month prior to the end date on the DS-2019.** Submit with the application **clear** and **convincing** documentation supporting the extension request; The DOS will be looking for unforeseen circumstances and compelling reasons. If the reason for your extension is academic, have the form certified by your academic advisor. If the reason is medical, attach documentation of the illness or medical condition. If your evidence of financial support is more than one year old, you must attach the required documentary evidence of financial capability for the remainder of the time you will need to complete your program of study. **We will review your Request for Program Extension, and if the reasons for the delay in completing your program meets Immigration's requirements, your program will be extended and a new DS-2019 issued to you.**

- Submit with the extensions application a processing fee of \$198.00 payable to the "U.S. Department of State" in the form of a personal check, cashier's check or money order drawn on a bank of financial institution in the United States.

Fax: 609-637-5128

Phone: 609-771-2576

iss@cnj.edu

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The student listed below has informed the Office of International and Off-Campus Programs and Summer School that he/ she requires additional time to complete his/ her program. The U.S. Citizenship and Immigration Services (USCIS) will permit our office to extend a student's program completion date for compelling academic or medical reasons [8 CFR 214.2(f)(7)(iii)]. Delays caused by academic probation or suspension are not acceptable reasons for program extension. **Before a program extension is processed by USCIS, the student must provide detailed written documentation from his/her academic advisor, explaining the reason for additional time.** This information is necessary for the student to maintain valid J-1 immigration status.

NAME: \_\_\_\_\_ SEVIS ID# \_\_\_\_\_

Major:	TCNJ ID #:
Country of Citizenship:	Telephone:
Date Current DS-2019 Expires:	Degree:

I need more time to complete my studies than was estimated on my DS-2019

**The Reason for the Delay is:**

**IMPORTANT ACADEMIC REASON:**

- Change of Major  
 Change of Research Topic (*Academic Adviser/Dean's Certification is required below*)  
 Unexpected Research Problems (*Academic Adviser/Dean's Certification is required below*)  
 Other; \_\_\_\_\_

**ILLNESS OR MEDICAL REASON:**

Date (s) of illness or medical condition \_\_\_\_\_

- Documentation is on file in the Office of International and Off-Campus Programs  
 Documentation is attached.

**ACADEMIC ADVISOR'S CERTIFICATION**

I certify that the delay in completing the program of study has been caused by the important academic reason indicated above.

The student is expected to complete the program of study by (date) \_\_\_\_\_

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Name and date (print) \_\_\_\_\_

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