Please complete this form and return it to the Institute for International Studies, located in 200 Ulmer Hall. If you have questions, please contact the IIS at (570)-484-2140.

Student Name: ________________________________  Student ID #: ______________________

Academic Advisor: This form is provided to facilitate the communication of certain information required by regulation of the U.S. Citizenship and Immigration Service (USCIS). Its completion is needed for a student in F-1 visa status to be granted a shortening or extension of time placed by USCIS upon the student’s current program of study. Without verification from an Academic Advisor, a student’s program end date cannot be changed.

Has this student been continuously enrolled for a full course of study during the degree program? (Please Check One)

Yes: __________  No: ______________

This student will complete requirements for his/her current program on
(New date requested – one year maximum extension per request)

__________ (Month) ___________ (Day) _______ (Year)

This student has not yet completed the current program of study due to:
(Please check all reasons that apply)

_____延学原因: 专业变更
_____延学原因: 研究课题变更
_____延学原因: 未料之故
_____延学原因: 转学时学分不足
_____无延学原因

The original length of time given to complete studies was not reasonable for an average student in this program.

_____提前完成课程
_____其他（请于背面说明）

I therefore recommend that this student be allowed additional time to complete studies, or I recommend that this student be allowed to shorten the academic program as he/she has completed program requirements early.

Academic Advisor’s Signature: _______________________________________________________

Name and Title (Please Print): ______________________________________________________

Department (Please Print): _________________________________________________________

Phone: ________________________  E-Mail: ____________________________

Date: _______________________

Academic Advisor’s Recommendation to Shorten or Extend Program