



SYRACUSE UNIVERSITY

CENTER FOR INTERNATIONAL SERVICES

310 Walnut Place | Syracuse, New York 13244-2380

TEL: 315-443-2457 | FAX: 315-443-3091 | EMAIL: international@syr.edu

WEBSITE: <https://experience.syracuse.edu/international>

DS-2019
Extension Request

Applying for a DS-2019 Extension

If you will not complete your academic program by the end date in item 3 of your DS-2019 form, you must apply for an extension of your DS-2019 at least **15 DAYS PRIOR TO** the end date of your current DS-2019.

Failure to submit an extension application to the Center for International Services (CIS) before the end date of your current DS-2019 may result in violation of your J-1 Student status and loss of all associated benefits.

Procedures for requesting a DS-2019 extension:

1. Complete Part I of the DS-2019 Extension Request form
2. Request that Part II of the DS-2019 Extension Request form be completed by your academic department
3. Complete the Financial Worksheet
4. Submit the following documents to the Center for International Services (CIS) no later than 15 days prior to the program end date of your current DS-2019:
 - DS-2019 Extension Request form, signed by your academic department
 - Financial Worksheet
 - Photocopies of your passport identity and validity page(s), visa, I-94, and DS-2019 forms
 - Photocopies of your dependents' passport identity and validity page(s), visa, I-94, and DS-2019 forms, if applicable
 - Proof of health insurance coverage (coverage must meet the federal mandatory minimums set by the Department of State and must include Medical Evacuation and Repatriation)
 - Proof of financial support (see documents listed on Financial Worksheet)

A Center for International Services (CIS) advisor will contact you if there are questions regarding your extension request and upon issuance of your new DS-2019 if the extension is processed.



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DS-2019 Extension Request Form

This DS-2019 Extension Request form must be completed and submitted to the Center for International Services (CIS) before a J-1 Student's DS-2019 form can be extended. **The completed application must be received by the Slutzker Center at least 15 days before the program end date on the student's current DS-2019 form.** Failure to submit a timely application may result in violation of the student's J-1 visa status.

I. Completed by Student

Student Name _____ SUID# _____

SEVIS# N _____ Current DS-2019 Program End Date: ____/____/____

Program of Study _____ Degree Level: UG Master's PhD Other

Local Address: _____

Email: _____ Phone: _____

Upcoming travel plans? Yes No If Yes, Destination: _____ Dates: _____

II. Completed by Academic Department

(For Graduate Students: To be completed by Academic Advisor and Department Chair or Dean)

(For Undergraduate Students: To be completed by College Recorder)

1. The named student has not yet completed his/her current program of study due to:

- Delay caused by a change in major field of study
- Delay caused by a change in research topic
- Delay caused by unexpected research problems
- Delay caused by lost credits upon transfer to Syracuse University
- No unusual delay. Original length of time given to complete program is not reasonable for an average student in the program.
- Other compelling academic or medical reason (explanation required): _____

2. Date on which student is now expected to complete his/her studies: ____/____/____

3. Number of credits remaining toward degree (following current semester enrollment): _____

I recommend that this student be allowed additional time to complete his/her degree program at Syracuse University.

_____ Academic Advisor's Name	_____ Signature	_____ Date	_____ Email/Phone Number
_____ Department Chair/Dean's Name	_____ Signature	_____ Date	_____ Email/Phone Number
_____ College Recorder's Name	_____ Signature	_____ Date	_____ Email/Phone Number

Estimated Tuition and Living Expenses

If you are submitting a request that requires you to submit proof of financial support, use the appropriate table below to calculate the minimum amount of funds you will need to show is available to cover your tuition, living expenses and the expenses of your F-2 or J-2 dependents, if any, for 12 months or less.

Appropriate proof of financial support includes scholarship letters, assistantship or fellowship award letters, bank statements or certificates of deposit. If the bank statements or certificates of deposit that you are submitting are not in your name, you must also submit a letter from the account owner which states that the funds will be available to you to cover your tuition, living expenses, and the expenses of any dependents. Financial support documents should be current documents.

Undergraduate Students

How much more time do you need to complete your degree?	2 semesters or more	less than 2 semesters (see examples below)
Tuition	\$61,310	\$30,655 if full-time (12 credits or more) \$2,669 per credit hour if less than full-time
Fees	\$5,225	\$2,613 for one semester if full-time \$12 for summer
Living expenses	\$23,046	\$11,523 for one semester \$6,342 for summer
TOTAL REQUIRED	\$89,581	calculated based on above

Examples if completing in less than 2 semesters:

I need one more semester to complete my degree and I will be registered for at least 12 credits: Financial support document should show a minimum amount of \$44,791 (\$33,268 for tuition and fees plus \$11,523 for living expenses).

I need one more semester to complete my degree, but I only need to register for 6 credits: Financial support document should show a minimum amount of \$27,537 (\$16,014 for tuition plus \$11,523 for living expenses).

Graduate Students

How much more time do you need to complete your degree?	12 months or more	less than 12 months	12 months or more	less than 12 months
Do you have a Graduate Assistantship?	No Graduate Assistantship		Graduate Assistantship	
Tuition	\$1,872 per credit hour	\$1,872 per credit hour	\$1,872 per credit hour	\$1,872 per credit hour
Fees*	\$950 plus program fees*	\$475 plus program fees*	n/a	n/a
Living expenses 12 months of study	\$29,046	\$2,421 per month	\$27,134	\$2,261 per month
Living expenses 9 months of study	\$22,835	\$2,537 per month	\$20,923	\$2,325 pre month
TOTAL REQUIRED	Calculated based on above	Calculated based on above	Calculated based on above	Calculated based on above

*See [Tuition, Fees, and Related Policies Bulletin](#) for program fees.

Law Students

How much more time do you need to complete your degree?	12 months or more	less than 12 months
Tuition	\$59,880	\$29,940 if full-time (12 credits or more) \$2,150 per credit hour if less than full-time
Fees	\$2,170	\$1,085
Living expenses (9 months)	\$23,739	\$2,638 per month
TOTAL REQUIRED	\$85,789	Calculated based on above

Students on OPT, STEM Extension OPT, or Academic Training

How much longer will you be on OPT or STEM Extension OPT or Academic Training?	12 months or more	less than 12 months
Living expenses	\$29,046	\$2,421 per month
Living expenses for dependents	Refer to table below	Refer to table below
TOTAL REQUIRED	Calculated based on above	Calculated based on above

Expenses of F-2 or J-2 Dependents (spouse and children)

How much more time do you need to complete your degree or OPT, STEM OPT, or Academic Training?	12 months or more	less than 12 months
Living expenses for 1 dependent	\$12,264	\$1,022 per month
Living expenses for 2 dependents	\$19,317	\$1,610 per month
Living expenses for 3 dependents	\$24,488	\$2,041 per month
Living expenses for 4 dependents	\$29,699	\$2,475 per month
Living expenses for 5 dependents	\$34,890	\$2,908 per month