

Griffin GSAS I-20 (F-1) or DS-2019 (J-1) Extension/Update Request Form

This extension form is required if you will not complete your degree by the program end date listed on your I-20 or DS-2019. Extension requests must be received 30 days before the program end date on your Form I-20 or DS-2019. This form cannot be used if you have applied for F-1 Post-Completion OPT (Optional Practical Training) or J-1 Post-Completion Academic Training.

Step 1: Complete Page 1, the Student Section of the Request Form. Carefully review the financial requirements section. **Please note that extensions for only the summer period do not require financial certification.**

Step 2: Page 2 must be completed and signed by the Academic Department Administrator of your Program.

Step 3: Email the completed Request Form, and additional financial documentation, if necessary, to your assigned HIO (Harvard International Office) Immigration Advisor. The HIO Immigration Advisor e-mail address is at the end of this form.

Step 4: Your updated immigration document will be sent to you electronically within 5 business days.

To be Completed by Student - Please use Adobe to complete and save this form, then forward it to your department.

Family Name/Last

Given Name/First

Date of Birth (MM/DD/YYYY)

Do You Have Dependents in the US? Yes No

What is Your Educational Level?

AM/SM

Doctoral

AM/SM - CSE

Current U.S. RESIDENTIAL Address

Street Address

Apartment Number

City

State

Postal Code

Please Check the Appropriate Extension/Update Request Box Below

Extension

Return from LOA

Funding

*Add Dependents

*Complete and attach a [dependent datasheet](#)

Your total funding MUST equal or exceed your required expenses for an academic year. If you are not fully covered by your Harvard funding, you must attach financial documentation (bank statements, etc.) to these materials showing how you will cover your costs.

Estimated Student Living Expense Per Academic Year: \$32,742

Doctoral: G1&G2 - \$61,450

G3&G4 - \$20,264

G5 & above - \$9,476

AM/SM: G2 - \$61,450

G-2 CSE/ME: \$37,606

G-2 CSE/SM

Data Science: \$69,418

Estimated Dependent Expenses: Spouse - \$12,000

1st Child- \$7,795

Add Per Child - \$6,330

Will you be a traveling Scholar Yes No

Traveling Scholars: Please attach a copy of the Travelling Scholar approval form. If you are abroad, you must have funding for tuition and ¼ of the living expense. No financial adjustments for reduced living expenses will be made until the Traveling Scholar status has been approved.

Part-time students: Please attach a copy of your approved part-time status form. You can apply at <https://gsas.harvard.edu/policy/part-time-study> Financial adjustments based on enrollment can only be considered once you have been approved.

Department Section - Please note that extensions for the summer do not require financial certification.
Estimated Program Completion/Thesis Submission Date

May September (November Degree) January (March Degree) Year

Please select the appropriate tuition & fee rate for this student and list any Department/University funding

Doctoral: G1&G2 - \$61, 450 G3&G4 - \$20,264 G5 & above – \$9,476

AM/SM: G2 - \$61,450 G-2 CSE/ME: \$37,606 G-2 CSE/SM Data Science: \$69,418

Harvard Funding: F-1 students must provide proof of funding for the next two semesters if requesting an extension of one year or more. J-1 students must provide proof of funding for the entire extension period.

Tuition Grant: Yes No Stipend Teaching Fellowship

Research Assistantship Top Up Other Harvard funding

Department administrator Name

Date

Telephone

Email

Department administrator signature

The department administrator should email this completed form and any attachments to the HIO advisor.

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