

Extension Procedure for I-20/DS-2019

International students must ensure their I-20 (for F-1 students), or DS-2019 (for J-1 students) is valid at all times and that the program end date listed is valid. Failure to keep a document valid will **result in the termination** of the student's legal status. This can cause the student to lose his/her ability to apply for Optional Practical Training (OPT) (for F-1 students), or Academic Training (for J-1 students).

F-1 Students

1. Student must start the process to extend the I-20 preferably one semester in advance.
2. Student must request academic advisor to write an email and submit to Andrew Bleignier (ableignier@tntech.edu) stating:
 - a. Why he/she requires more time to study,
 - b. Whether or not he/she is making normal progress towards degree completion, **and**
 - c. The new expected completion date.
3. Student must follow-up with Andrew Bleignier to determine the I-20 has been extended before the I-20 end date.

J-1 Students

1. Student must start the process to extend the DS-2019 preferably one to two months in advance.
2. Student must determine their extension eligibility with Andrew Bleignier in the office of International Student Affairs and for further extension information.
 - a. If student does extension due to Academic Training, the Academic Training procedures must first be completed.
3. Student must follow-up with Andrew Bleignier to determine the DS-2019 has been extended before the DS-2019 end date.