



Recommendation for Extension of Program – Academic Advisor’s Form

Name of Student: _____ Student ID Number : _____

Major: _____ First Semester of Enrollment: _____

Dear Academic Advisor:

The Department of Homeland Security requires a recommendation from the academic advisor for an extension of the student’s degree program. Immigration regulations allow an extension of program for “compelling academic or medical reasons” [8CFR § 214.2 (f)(7)(iii)]. Below you will find several reasons that may apply to this student. Please indicate any or all that apply. If the categories do not fit, use “Other” and specify the circumstances. Please note that “probation” or “suspension” is not considered as adequate reasons to request an extension.

To the best of my ability to determine, the above named student will need an extension to complete his/her degree for the following reason(s):

- Change of major
- Documented illness
- Transferred from another institution resulting in the loss of some credits
- Required developmental or ESL classes extended the length of the program
- Unexpected problems (due to no fault of the student)
Please specify: _____
- Other
Please specify: _____

New Estimated Date of Graduation (Month and Year): _____

Name of Academic Advisor: _____

Department/Program: _____

Signature: _____ Date: _____

Email: _____ Telephone: _____

If you have questions or need further information, please contact: 901-333-4399, internationalstudent@southwest.tn.edu.

Return Forms To:

Southwest Tennessee Community College
Attention: International Student Affairs
[Macon Cove Campus, Farris Building, Room 2040]
P.O. Box 780 • Memphis, TN 38101-0780

For Office Use Only

SEVIS Updated: Yes No STEM Field: Yes No

Date: _____

Notes: