

MID-ACADEMIC YEAR REQUEST FOR EXTENSION
For grantees whose Fulbright grant and Form DS-2019 expires before April 30, 2008
 Application must be postmarked by **November 30, 2007**

A completed Request for Extension Application consists of the following:

Request for Extension form signed by you, your Academic Advisor **and** Foreign Student Advisor

For Students: Official grade transcript enclosed or requested from University Registrar's Office

For Visiting Researchers: A letter from your Academic or Research Advisor commenting on your academic progress and indicating the expected completion date of your academic/research program

Documentation of university awards, *if applicable (e.g. copy of award letters)*

Official proof of personal funds, *if applicable (e.g. copy of official bank statement)*

J-2 Dependent Data Sheet and official proof of personal funds, *if applicable (e.g. copy of official bank statement)*

Name _____

Home Country _____ IIE Grantee ID: _____

U.S. Address _____ E-Mail Address _____

_____ Apt # _____ U.S. Phone Number _____

City _____ U.S. University/Institution _____

State _____ Zip _____ Field of Study _____

SECTION 1: CURRENT ACADEMIC ACTIVITIES

What is your program of study? Please circle below:

- | | | |
|------------|-------------|---------------------|
| Bachelor's | Doctorate | Visiting Researcher |
| Master's | Certificate | Non-Degree |

List courses taken during the **Fall 2007** academic term:

<u>Title of Course</u>	<u>Credits/Hours</u>
_____	_____
_____	_____

If you are a non-degree student or visiting researcher, or you were not required to take courses during the 2007 academic year, describe your academic activities to date (*attach additional sheets if needed*):

Please indicate the date you asked the Registrar's Office to send your official transcript to IIE ____/____/____

SECTION 2: WINTER 2007/2008 PLANS

Please describe your winter plans. Check all that apply.

Academic Study Plan: List courses or describe in detail your winter academic study plans:

International Travel: Dates of travel outside the U.S.: From ____/____/____ To ____/____/____

Do you need to renew your J-1 visa while you are abroad? Yes No

Address, Phone Number & E-mail outside of the U.S.: _____

Other (e.g. employment, U.S. travel): Attach additional sheets if necessary.

SECTION 4: FINANCES (ALL STUDENTS MUST COMPLETE AND SIGN)

NOTE: You must provide supporting documents such as a bank statement(s), copies of university awards, and/or scholarship letters verifying the funding you have listed below.

Outline your **Estimated Expenses** for the 2008 academic year (spring/summer/fall):

Expense	Amount
Tuition & Fees	\$
Books & Supplies	\$
Living Expenses	\$
Total Estimated Expenses	\$

Outline your **Sources of Financial Support** for the 2008 academic year (spring/summer/fall):

Expense	Source	Amount
Tuition & Fees		\$
Books & Supplies		\$
Living Expenses		\$
Total Available Funding		\$

Do you have J-2 dependents with you in the U.S.? _____. If yes, include the J-2 Dependent Data Sheet and required proof of financial support (e.g. bank statement) with this Request for Extension.

STUDENT SIGNATURE

Sign to confirm that the above information regarding your academic plans and funding is correct.

Signature of Student

Date

ENDORSEMENT OF FOREIGN STUDENT ADVISOR

Please verify that the above student is currently enrolled **full-time** and that **estimated expenses** for the academic year are realistic.

Name

Signature

Date

Title

E-mail

Phone Number

FOR IIE USE ONLY

Extension approved by IIE

Extension denied by IIE

Recommend approval

Do not recommend approval

Grantee has been advised of _____ year time limit on US study under the Fulbright Program.

IIE Reviewer: _____
Name

Extension Approved Until: _____
Date

Instructions for Completion of Mid-Academic Year Request for Extension

All grantees requesting an extension of Fulbright non-cash benefits (J-1 visa sponsorship and health insurance) and permission to stay in the United States beyond the end date of the Form DS-2019 must complete a Request for Extension Form. The completed Request for Extension application and support documents must be sent to your IIE Regional Center postmarked by **November 30, 2007**.

NOTE: If you are completing your academic program in the United States before April 30, 2008 and you plan to return to your home country afterwards, please complete the Mid-Academic Year Departure Form and Final Report, which you can download at: http://www.foreign.fulbrightonline.org/current_stages_departure.html

Extension of your Fulbright non-cash benefits is not automatic. In order to receive an extension you must justify your request in terms of progress toward the objective for which you were awarded your Fulbright grant. Therefore, it is important that you provide complete information about your academic program.

The J. William Fulbright Foreign Scholarship Board has set limits on a grantee's stay to a maximum of three years for a Master's candidate and five years for a Ph.D. candidate, including time spent in academic training. Individual Fulbright Commissions and Foundations have also established maximum time limitations for their grantees. These range from 10 months to a maximum of five years. If you have questions about your length of stay, you should consult with your IIE Regional Center.

IIE will send a copy of the Request for Extension form to the Fulbright Commission/Foundation or the Public Affairs Section of the U.S. Embassy in your home country to report your progress and future plans.

REQUIRED DOCUMENTS

A completed Request for Extension Application consists of the following:

Request for Extension form signed by you, your Academic Advisor **and** Foreign Student Advisor

Students: Official grade transcript attached or requested from University Registrar's Office.

Visiting Researchers: A letter from your Academic or Research Advisor commenting on your academic progress and indicating the expected completion date of your academic/research program

Documentation of university awards, *if applicable (e.g. copy of award letters)*

Official proof of personal funds, *if applicable (e.g. copy of official bank statement)*

J-2 Dependent Data Sheet and official proof of personal funds, *if applicable (e.g. copy of official bank statement)*

THE APPLICATION

YOUR PERSONAL INFORMATION:

Please provide your U.S. address, E-mail, phone number, Grantee ID number, US University and Field of Study.

Grantee ID #: This is your eight-digit Fulbright Grantee Identification number located on the first page of your IIE Terms of Appointment.

SECTION 1: CURRENT ACADEMIC ACTIVITIES

Outline your academic activities in the 2007 academic year. If you are a non-degree student or visiting researcher and you were not required to take courses during the 2007 academic year, please describe your academic activities for the past year.

Transcripts:

For Students: IIE cannot review your Request for Extension without a current, OFFICIAL grade transcript (web-based or photocopies are not acceptable.) If you have not done so already, please request an OFFICIAL grade transcript from the University Registrar and send it directly to your IIE representative.

For Visiting Researchers: Please request a supporting letter from your Academic Advisor or Research Advisor commenting on your academic progress and indicating the expected completion date of your academic/research program. The letter should be attached to your Request for Extension form.

SECTION 2: WINTER 2007/ 2008 PLANS

Academic Study Plan:

If your IIE Terms of Appointment indicate that you will receive funding during WINTER 2007/2008, continuation of your Fulbright funding during this period can be authorized only if you will be engaged in full-time academic study or will engage in required research for your degree under the supervision of a professor.

If you plan to engage in required research for your degree, you should attach an outline of your proposed research along with a support letter from your academic advisor.

International Travel:

If you plan to travel abroad, please list the dates of travel and indicate whether you need to renew your J-1 visa while you are abroad. Note: if you are traveling during the winter and are not engaged in academic studies, you are not eligible to receive grant funding during this period. *Please also review the travel information on the Fulbright web at:*
http://www.foreign.fulbrightonline.org/current_j1_status_and_travel_information.html

Other:

If you do not plan to engage in academic studies, clearly outline your proposed plans. Please note, continuation of your Fulbright funding during this period can be authorized only if you will be engaged in full-time academic study or will engage in required research for your degree under the supervision of a professor.

SECTION 3: ACADEMIC ACTIVITIES FOR 2008 ACADEMIC YEAR

Anticipated Full-Time Courses for 2008 Academic Year

List anticipated full-time course load to be taken during 2008. If your courses are not yet published, list the approximate credits per academic term you plan to take. **If you are not required to take courses, please describe your academic plans in detail.** Attach additional sheets if necessary.

****NOTE:** It is a J-1 visa regulation that students must maintain full-time student status throughout the Exchange Visitor program. Exception: if you are in your last academic semester/term and have less than a full-time course load to complete your program requirements.

If you are planning to take a leave of absence from your academic institution in order to pursue required fieldwork and research, please contact your IIE Regional Center for further information.

Expected Date of Degree or Non-Degree Program Completion

If your expected date of completion has changed since your arrival or last extension, explain the reason for the change.

Leave of Absence from Home Employer

If you are on leave from a position in your home country and your leave of absence expires during your requested extension period, you must contact your home employer and request an extension of your leave of absence. A copy of the letter from your employer must be mailed to IIE.

Endorsement of Academic Advisor

Your Academic Advisor must sign your form to verify that (1) you are progressing successfully in your course work and (2) your outlined objectives for the 2008 academic year are realistic.

SECTION 4: FINANCES

Estimated Expenses

List your estimated expenses for the 2008 academic year. Check your university website for tuition and fees information. Your Foreign Student Advisor may also be a resource to assist you in estimating your anticipated living expenses for the requested extension period.

Sources of Financial Support

Outline your financial support and sources of financial support for the 2008 academic year.

NOTE: You must provide support documents such as a bank statement, copies of university awards and/or scholarship letters verifying the funding you have listed above.

J-2 Dependents

If you have J-2 Dependents with you in the US, you must complete the [J-2 Dependent Data Sheet](http://www.foreign.fulbrightonline.org/documents/J-2_Dependent_data_form.pdf) (download at: http://www.foreign.fulbrightonline.org/documents/J-2_Dependent_data_form.pdf) and return it to your [IIE Regional Center](#) contact along with the Request for Extension form and required financial support documents.

Student Signature

Your signature confirms that all the information related to your academic program and funding is correct.

Endorsement of Foreign Student Advisor

Your Foreign Student Advisor (in the International Students Office on campus) must sign your form to verify that you are currently enrolled full-time and that your anticipated expenses for the 2008 academic year are correct.

NOTE: IIE cannot review your Request for Extension until both your Academic Advisor and Foreign Student Advisor have signed your completed form.