# **DS-2019 Extension Request**

### Form Instructions

# **Purpose:**

If you wish to extend the end date noted on your DS-2019 form (J-1), you can request an extension of your program. The length of time allowed for an extension is based on the recommendation of your AAMU Coordinator and the listed below. A program extension is not guaranteed. Each request will be reviewed on a case-by-case basis.

# **University DSOs:**

- 1. Karen McDavis, PDSO, RO, karen.mcdavis@aamu.edu
- 2. Michele Wesson, DSO, ARO, michele.wesson@aamu.edu
- 3. Pamela Little, Ph.D., DSO, pamela.little@aamu.edu

#### **Deadline for Extension:**

DS-2019 Expiring	Extension Request	Financial Documents
	Deadline	Deadline
December	September 15 <sup>th</sup>	October 30 <sup>th</sup>
May or August	February 10 <sup>th</sup>	March 25 <sup>th</sup>

#### Form Instructions:

- 1. Complete the exchange visitor information section of this form (page 1).
- 2. Have your AAMU Coordinator complete and turn in the AAMU Coordinator section of this form (page 3).
- 3. Provide updated financial documents, proving that sufficient funding is available.
  - Note that the financial documents must be original documents. Please mail the documents to: Office of Student Affairs, Patton Hall, Room 205, Normal, AL 35762

    Copies may be emailed to <a href="michele.wesson@aamu.edu">michele.wesson@aamu.edu</a>.

# **Submitting:**

Due to the multi-step process of this form, exchange visitors must submit pages 1 & 3 of this form by the above Extension Request deadline. EVs will not be required to submit the financial documents until an extension decision has been made, but are advised to provide the original documents to the DSO as soon as possible.

#### **Notification:**

<u>Please allow 7-10 calendar days for processing</u>. You will be notified of the decision via email once a determination is made.

#### **Questions:**

Please contact the DSO as referenced above.

# **DS-2019 Extension Request**

Exchange Visitor Information		
Please Print Clearly in Blue Ink		
AAMU ID Number (if applicable): A00 Date:		
Name:		
DS-2019 Expiration Date: Exchange Visitor Category (i.e. Professor, etc.):  Month/Day/Year		
AAMU Email:@bulldogs.aamu.edu – Alternate Email:		
Phone:		
Have you previously received a program extension at AAMU? (Please check one):		
Yes No		
Month and year that you first arrived to AAMU:	-	
Please explain why you are requesting an extension:		
Please list all of your dependents who accompanied you to the U.S. and whether they will stay with you for the duration. The extension.	o nc	
Name Relation		
1		
2		
3		
4		
Exchange Visitor Signature:		
Date		

Please provide a copy of your most recent DS-2019 with this Extension Request

# **DS-2019 Extension Request**

# AAMU Coordinator Information To Be Completed by AAMU Coordinator Your AAMU ID Number: A00\_\_\_\_\_\_ Date: \_\_\_\_\_ Exchange Visitor Name: \_\_\_\_\_ First Name Last Name The exchange visitor above is requesting an extension of their DS-2019. Please provide your recommendation of "Yes," or "No," and your reason for the recommendation. My recommendation is (please check one): \_\_\_\_\_ Yes \_\_\_\_\_ No Reason: The EV's current end date is: Month Day Year Extension to \_\_\_\_\_ \_\_\_\_\_ is requested. Month Day Year

**AAMU Coordinator Signature** 

**PRINT** AAMU Coordinator Name

Date