

## Instructions for Completing the Extension of Fulbright Sponsorship

The form is a writable PDF. If you have the full version of Adobe Acrobat, you may complete the form electronically and submit by email. If you only have Adobe Acrobat Reader, you may complete the form electronically and print it out, but you will not be able to save it and send by email. You can also print it out and complete it by hand and submit by email, fax or mail.

### **Home Employment:**

If you are on leave of absence from employment in your home country and your leave of absence expires during the requested extension period, you must contact your home employer for an extension of your leave.

### **SECTION 1: ACADEMIC PROGRAM INFORMATION**

List the date that you expect to graduate. If this date is different from the commencement (graduation ceremony) date listed on the university calendar, explain in the space provided.

1. Indicate how many credits are required for you to complete your degree. If you are in a Ph.D. program include **coursework** and **research** credits required for completion of your degree.
2. Indicate the total number of credits you will have completed by the end of the current academic year, don't forget to include credits from previous terms.
3. Indicate the number of credits you plan to take during the upcoming summer term. These credits must count towards your degree.
4. Indicate the proposed number of credits you plan to take in the next academic year.

**Exceeding Required Credits:** If you plan to take more than the number of credits required for degree completion, explain in the space provided.

**Full-Time Enrollment:** Visa regulations require that J-1 students be enrolled full-time throughout their degree program, except in the last term of study if they need less than a full-time course load to complete their academic requirements. Please indicate the number of credits that you must take in order to be considered full-time by your university. The required number of credits may be lower for those who are enrolled in dissertation credits or hold a teaching assistantship.

**PhD Candidates:** If you are enrolled in a PhD program, list the date (past or future) of your qualifying or comprehensive exam. If you have already taken the exam, submit the results to your IIE program officer. You must also list the term and year that you will begin enrolling in research credits only (after you have completed all required courses).

**Research/Study Abroad:** Indicate whether your degree program will require a period of research or study outside of the United States. Such activities require special approval from the Fulbright sponsors. Such requests will not be approved unless required for degree completion.

## **SECTION 2: ACADEMIC ACTIVITIES FOR NEXT ACADEMIC YEAR**

List anticipated courses to be taken in each term during the next academic year. You must also list the number of credits that each course is worth. If courses are not yet published, list the approximate number of credits that you plan to take. If you are not required to take courses, describe your academic plans in detail. Attach additional sheets as necessary.

## **SECTION 3: SUMMER PLANS (Check all boxes that apply to you.)**

**Academic Study:** Indicate if you plan to take any courses during the summer. If you plan to engage in required research for your degree, attach an outline or description of your proposed research along with a statement from your academic advisor or supervising professor confirming the research requirement.

**International Travel:** If you plan to travel abroad, list the dates of travel and indicate the purpose of travel and whether you need to renew your J-1 visa while you are abroad. Please review the travel instructions available on our website before travelling.

**Other:** If you plan to engage in employment or a required internship, you must first confirm your eligibility and request work authorization from your IIE program officer. Certain positions may be considered Academic Training.

You must have the form signed electronically or manually by your Academic Advisor and the Foreign Student Advisor in the International Student Office on your campus.

## **SECTION 4: FUNDING**

**Estimated Expenses:** In this section, you must list your estimated expenses for the upcoming academic year (fall, winter, spring, and summer terms, if applicable).

**Available Funding:** Outline your financial sources for the upcoming 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.

### **J-2 Dependents:**

If you have J-2 dependents with you in the U.S., you must submit the J-2 Dependent Data Sheet ([J-2 Dependent Data Sheet](#)) along with proof of available personal funds.

Finally, you must electronically or manually sign the form confirming that the information you provided is complete and accurate.