

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 Deadline	Financial Documents Deadline
December	September 15 th	October 30 th
May or August	February 10 th	March 25 th

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 michele.wesson@aamu.edu.

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:

Please allow 7-10 calendar days for processing. 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

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

PRINT AAMU Coordinator Name AAMU Coordinator Signature Date