F-1 STUDENT CHANGE OF MAJOR

If you are an international student on an F-1 visa and you intend to change your major, you will need to request a new I-20 showing this. Read the following and complete the required information below. Please allow five (5) business days to process your request once all required documentation has been received.

**Change of Major**

**Undergraduate students (Bachelor’s and Post-Baccalaureate) should:**

1. Apply for a change of major through the Registrar’s Office.
2. Once the change of major has been approved, you should request a new I-20 from ISAS within 15 days of the start of the term when the change will be effective.
3. An International Student Advisor will issue a new I-20 within 5-7 business days.

**Graduate students (Master’s and Doctorate) should:**

1. Apply for a change of major through the Graduate School.
2. A Departmental Action Form (DAF)/Change of Degree or Major Form will be sent to your department, which will then be returned to the Graduate School. The DAF/Change of Degree or Major Form will then be sent to ISAS for approval.
3. An International Student Advisor will issue a new I-20 and return the DAF/Change of Degree or Major Form to the Graduate School for final processing.

**Student must complete Change of Major information below and submit to ISAS:**

Last Name (family) ___________________________________________ First Name (given) __________________________

Student ID ______ - ______ - _______ Phone _____________________ Email __________________________

Current U.S. Address : Street____________________________ Apt._____ City______________ State________ Zip Code_____

**Sponsored students** must attach verification from sponsor showing approval for change of major.

Are you a sponsored student?  □ Yes  □ No

□ Change of major:
   Term change of major will start:  □ Fall  □ Winter  □ Spring  □ Summer 200 ____
   Previous Major ________________________  New Major ____________________________

□ Add concurrent major:
   Term change will start:  □ Fall  □ Winter  □ Spring  □ Summer 200 ____
   Concurrent Major ________________________ Concurrent Major Degree Level ____________________________

Please read the following page if you require a program extension due to change of major.

S:\ISFS\Forms & Handouts\F-1\Program Extension.doc  Revised 08/07/2012
F-1 STUDENT PROGRAM EXTENSION DUE TO CHANGE OF MAJOR

If your change of major means that you will not be able to graduate by the program end date indicated on your I-20, you will need to request a program extension. An extension requires that your academic advisor completes the information below and that you provide sufficient proof of financial documentation for one academic year (12 months) or the length of the extension, whichever is less.

Please allow five (5) business days to process your request once all required documentation has been received. Please attach the financial documentation to this form if your change of major will result in a program extension.

To be completed by academic advisor if requesting I-20 program extension

The student is requesting an extension of program in accordance with the regulations of the U.S. Citizenship and Immigration Services (USCIS). These regulations allow for an extension for a change of major or degree.

Please confirm the following information for the student listed above:

- Changed their major or degree to __________________________
- Expected completion date is _____/____/____

Please comment if there is anything specific our office should be aware of: __________________________________________________________
________________________________________________________________________

Academic advisor’s signature __________________________________________ Date ____/____/____

Name and title (please print) __________________________________________

Department __________________________ Phone _______________ E-mail __________________________

Financial Documentation

F-1 student financial documentation (no older than 12 months) must show your ability to pay for all educational and living expenses for one academic year (12 months).

See the “International Student Financial Documentation” handout to determine the proof of funding amount you will need to provide. Please meet with an International Student Advisor if you want more guidance on this process.

The handout can be found on the International Students Forms & Documents web page: The URL is as follows: http://oregonstate.edu/international/atosu/students/forms

International Student Advising and Services use only

I-20 or DS-2019 Program Extension: Approved Denied ISAS initials ________ Date entered into SEVIS ____________