



THE UNIVERSITY OF TENNESSEE

CHATTANOOGA

OFFICE OF INTERNATIONAL PROGRAMS

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. Read the following and complete the required information below. Please allow 48 hours to process your request once all required documentation has been received.

Change of Major

You should:

1. Apply for a change of major through your academic adviser.
2. Once the change of major has been approved, you should request a new I-20 from UTC International Office within 10 days.
3. An International Student Adviser (DSO) will issue a new I-20 within 48 hours.

Students must complete information below and submit to the Office of International Relations.

Last Name (Family)

First Name (Given)

UTC Student ID #

Phone Number

Email Address:

@mocs.utc.edu

Current U.S. Address:

City

State

Zip

The United States Citizenship and Immigration Service (USCIS) places responsibility on the student to understand and comply with immigration law. Failure to comply with these regulations will mean the loss of your student status. We refer to this as being "out of status." Falling out of status has very serious consequences. For example, you could be prevented from re-entering the U.S. for three to ten years, depending on the length of your status violation. For status violations of 180-360 days, a three-year exclusion is imposed.

CHANGE OF MAJOR:

Term change of major will start: Fall Spring Summer 20_____

ADD CONCURRENT MAJOR:

Term change will start: Fall Winter Spring Summer 20_____

Concurrent Major: _____ Concurrent Major Degree Level: _____

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

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

To be completed by academic adviser 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. 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 adviser's signature _____ Date ____/____/____

Name and title (please print) _____

Department _____ Phone _____

Email _____

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 **UTC international office website** to determine the proof of funding amount you will need to provide. Please meet with an International Student Adviser if you want more guidance on this process.

Please find more information at : utc.edu/international

Office of International Relations use only

I-20 or DS-2019 Program Extension: Approved _____ Denied _____ OIR initials: _____ Date entered into SEVIS: _____