



International Services

# Shorten Program Request Form

## Instructions:

An F-1 or J-1 student who is completing his or her program of studies earlier than the current estimated program end date on his or her I-20 or DS-2019 must complete this form to request that International Services change the end date of his or her graduation.

To submit, email a scanned attachment of your completed form to [intlservices@webster.edu](mailto:intlservices@webster.edu). Your subject line should be: "Shorten Program Request, Last Name, First Name, Webster ID #"

## Part 1: To be Completed by Student

Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ SEVIS ID#: N \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Degree Level:  Bachelor's  Master's  Doctorate

Current U.S. Address: \_\_\_\_\_ Apartment #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Part II: To be completed by the Academic Advisor

I certify that this student is expected to complete their  Bachelor's  Master's  Doctorate in

\_\_\_\_\_ by the end of \_\_\_\_\_  
Major or program Term Year

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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## For Office Use Only:

Approved by: \_\_\_\_\_ Date I-20(s) issued: \_\_\_\_\_

Student notified:  By Email  By Phone  In person on: \_\_\_\_\_