HARVARD
International Office

Harvard College Request for a Return from Leave of Absence / Extension of Form I-20

Please complete the three-step process below. **Return this form to the HIO only when your Resident Dean has signed the form and you have attached the new budget from the Financial Aid Office.** Please do not send this form without the RD signature and a financial aid update. You are advised to set up and pay for the shipping label for your I-20 at the same time that you begin to work on this form in order to avoid shipping delays . HIO requires 5 business days to issue the new form I-20 after you have returned this form with the RD signature and the new financial aid information.

Step One: Biographical and Distribution Information

Name_____
First Family

Residential House_____

Email address:_____

Preferred method of receiving the I-20 (check one):

_____ pick up at HIO front desk

_____ via Fedex (To set up and pay for your Fedex label, please visit **https://study.eshipglobal.com/**)

Step Two: Academic Confirmation

My last semester of enrollment in Harvard College will be_____.
(Fall /Spring/Summer)Semester Year

Signature of Resident Dean:_____
Printed Name Signature Date

The Resident Dean's Signature on this form confirms that the student is eligible to enroll for full-time study and that the last term of study indicated by the student is correct. Electronic signatures are permitted.

Step Three: Financial Certification

Attach a new estimate of educational costs and resources from the Financial Aid Office indicating your aid award and personal contribution for the additional year or term of study. If you will not receive financial aid from the College, attach verification of the funds you will use for your educational costs such as personal and family bank statements.

Return this form to the HIO when all steps are completed.

September 2012