

## Request for SEVIS I-20 Update

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All international students in F-1 visa status are required to keep their SEVIS I-20 form up-to-date at all times.

You must report any changes within 10 days of the change if:

- You declare or change your major, and/or add a second major or minor
- There is a change in your funding or name

If you do not complete your program in the time given on your I-20, you must request an extension at least 30 days before your I-20 expires. Extensions are only considered when approved by Colgate University.

You may also use this form to replace your lost document.

Please fill out, print, and submit this form to OISS with a financial statement and/or supporting documentation, if applicable. An OISS advisor will contact you upon issuance of your new I-20, or to request additional information.

**NOTE: FAILURE TO COMPLY WITH THE SEVIS F-1 STATUS MAINTAINANCE REQUIREMENT WILL RESULT IN TERMINATION OF YOUR SEVIS RECORD.**

Contact the OISS at [oiss@colgate.edu](mailto:oiss@colgate.edu) or 315-228-6016 for questions.

## Request for SEVIS I-20 Update

All fields are required. Please print neatly.

Name: \_\_\_\_\_  
*Last Name First Name Middle Name*

Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Class Year: \_\_\_\_\_

Colgate ID #: \_\_\_\_\_ SEVIS ID #: N000 \_\_\_\_\_

US Cell phone: \_\_\_\_\_ Colgate Email: \_\_\_\_\_

**Purpose of this request (choose one):**

UPDATE PROGRAM INFORMATION

Change of Major / Add second major / Add minor

*Please note: when applying for employment authorization, all work must be directly related to the primary major.*

Primary major: \_\_\_\_\_

Secondary major (if applicable): \_\_\_\_\_

Minor (if applicable): \_\_\_\_\_

Change of Degree Level

Specify: \_\_\_\_\_

EXTENSION OF THE PROGRAM

Specify the new program end date: \_\_\_\_\_

UPDATE FINANCIAL INFORMATION

Specify: \_\_\_\_\_

REPLACEMENT OF LOST DOCUMENT

OTHER Specify: \_\_\_\_\_

ADDITIONAL INFORMATION:

Student's Signature: \_\_\_\_\_ Today's Date: \_\_\_\_\_