

**International Students and Scholars Center
Arizona State University**

Dear Evaluation Committee,

Per your request, we are writing on behalf of _____ . a graduate student that we are co-chairing in the _____ program in _____ to offer our support for their request for an **extension of their** _____ form with ASU. Their doctoral dissertation defense was formally scheduled with ASU's Graduate College on _____ , and is scheduled for _____ on _____ in _____. This date was approved by all members of their committee (including one member from another academic institution), reviewed and approved by their academic advisor, reviewed and approved by their academic unit, and their academic records have been updated accordingly.

From _____ to the present, _____ (who is ABD) has completed the following milestones on their dissertation:

During the remaining time before their defense, _____ will focus their efforts on completing the following tasks:

We understand that the information presented here will be reviewed and evaluated by your office. We look forward to receiving confirmation that _____ I-20/DS-2019 form is updated to reflect this realistic timeline for completion. If you require any additional information regarding them or their academic progress or research work, please do not hesitate to contact us.

Respectfully submitted,

Signature

Signature