

## NOTICE OF DEPARTURE FORM

Please do not use this form if you are leaving for a school break or transferring to another school.

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Name: Last (Family)	First (Given)	Middle	UA ID#
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Date of birth (mm/dd/yyyy)	Visa status	Email address
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**You are leaving the USA for the following reason** *(please check the appropriate box):*

Reason for Leaving the USA	Date of Program Completion/ Termination	Date of Departure	Date of Re-entry	Comments
<input type="checkbox"/> I withdraw from my program during the semester because I need to leave the USA; I am planning to come back next semester (within 5 months)				<ul style="list-style-type: none"> <li>You may stay in the USA for 15 calendar days upon submission of this form to the OIS.</li> <li>Your SEVIS record will be terminated.</li> <li>Contact us within 60 days before the next semester starts to request re-activation of your SEVIS record.</li> <li>You may re-enter within 30 days of the semester start date. Your SEVIS record must be active at the time of re-entry.</li> </ul>
<input type="checkbox"/> I withdraw from my program and leave the USA. I am not sure whether I will come back				<ul style="list-style-type: none"> <li>You may stay in the USA for 15 calendar days upon submission of this form to the OIS.</li> <li>Your SEVIS record will be terminated.</li> <li>If you decide to come back after the break of more than 5 months, you will need to request a new I-20/DS-2019; you will need to submit a letter from the academic department about eligibility to resume your program.</li> <li>If absent for more than one year, contact Admissions for the readmission process.</li> <li>Contact OIS for information on re-entry.</li> </ul>
<input type="checkbox"/> I am on OPT or STEM OPT and will be leaving the U.S. before the end date of my OPT				<ul style="list-style-type: none"> <li>I am aware I am forfeiting any remaining time on OPT.</li> </ul>
<input type="checkbox"/> I am leaving the USA to do research abroad that is needed for my program at UA (Ph.D. Student)				<ul style="list-style-type: none"> <li>Please submit proof of registration for the research and a letter from your academic advisor describing the necessity of your research abroad.</li> <li>Have your I-20/DS-2019 signed for re-entry.</li> <li>Your SEVIS record will remain active.</li> </ul>
<input type="checkbox"/> I am leaving the USA for study abroad				<ul style="list-style-type: none"> <li>Please submit a letter from the study abroad coordinator; upon completion of the study abroad, submit your transcript.</li> </ul>
<input type="checkbox"/> Other				

Upon reentry to the U.S., please submit your immigration documents (passport and visa) to the OIS.

Signature \_\_\_\_\_

Date \_\_\_\_\_