F-1 Departure Form

University of Minnesota

This form is to be completed by any F-1 student who is leaving the University permanently, for an entire semester, or for a period of time longer than 5 months. Submit this form in person to an F-1 adviser.

1. Student’s Name
   Family name
   First name
   Middle

2. U of M ID#

3. SEVIS ID#

4. Email

5. Phone

Instruction: Please read through the options below and select the situation that applies to you, and then sign at the bottom of the 2nd page.

A. Completion of Degree or Exchange Program

☐ I have completed my academic program and plan to depart the US. I am not interested in applying for OPT.
   • Your SEVIS record will change to a status of “Completed.”
   • You must depart the U.S. within 60 days of your degree completion date.

   Date of completion
   Month          Day             Year

B. Completion of OPT

☐ I have completed OPT and plan to depart the U.S.
   • Your SEVIS record will change to a status of “Completed.”
   • You must depart the U.S. within 60 days of your OPT completion date.

☐ I am reaching 90 days of unemployment.
   • Your SEVIS record will change to a status of “Completed.”
   • If you have notified ISSS prior to the 90th day you have 60 days to depart the U.S., get admitted to a new program, or gain another status.
   • If you did not report this information prior to the 90th day, you must leave the U.S. immediately.

   Date of completion
   Month          Day             Year

C. Transfer

☐ I am transferring to another US institution.
   • Your SEVIS record will be transferred to your new school on the “release date” that you indicate below.
   • The “release date” must be after you have completed all coursework and employment at the University of Minnesota.
   • You must NOTIFY ISSS PRIOR TO YOUR RELEASE DATE if your plans change. ISSS cannot access your SEVIS record to make changes after the release date has passed.

   Full name of new school
   New school code

   City and State
   Transfer release date
   Month          Day              Year

   Currently on OPT? ☐ Yes ☐ No

D. Change of Visa Status

☐ I will apply or have applied to change my visa status to

   • If you are applying for a new visa status, the application must be received by USCIS within 60 days of your degree, exchange program, or OPT completion date.

☐ My change of status has been approved. New visa type

   Effective date
   Month          Day              Year

   • Please provide a copy of the I-797 approval form for our files.

Please Turn Over. Signature required on the next page.
E. Full-Time Research Outside of the US

☐ I am departing the U.S. for more than 5 months to conduct full-time research for my degree program.

- Your SEVIS record will remain active during your absence.
- Obtain a letter from your academic adviser authorizing that you will be engaged in full time research while you are outside of the U.S. Carry that letter with you when you travel.
- You must maintain active academic status in the Graduate School by enrolling for thesis credits or Grad 999 during every semester of your absence.
- If you enroll for less than 6 credits (including Grad 999), you must also submit a Reduced Course Load Form every semester of your absence so your SEVIS record is not terminated due to less than full-time enrollment.
- You must continue to provide a U.S. mailing address in the “Current Mailing Address” section in OneStop during your absence.
- Prior to returning, ensure that you have a valid re-entry signature on page 3 of your I-20.

Date of departure from the US

Month       Day       Year

Expected month/year of return

Month       Year

F. Study Abroad Program

☐ I am participating in a study abroad program.

- Your SEVIS record will remain active during your absence.
- You must be pursuing a full-time course of study during your absence. Obtain a letter from your academic adviser authorizing that you will be engaged in a full time study abroad program that meets your degree requirements. Carry that letter with you when you travel.
- Submit a Reduced Course Load Form if you will be full-time, but your credits will not appear on your U of MN record at the start of the semester. A new Reduced Course Load Form is required every semester.
- You must continue to provide a U.S. mailing address in the “Current Mailing Address” section in OneStop during your absence.
- Prior to returning, ensure that you have a valid re-entry signature on page 3 of your I-20.

Term(s) you will be participating in the study abroad program

Country

Date of departure from the US

Month       Day       Year

Expected month/year of return

Month       Year

G. Leave of Absence or Termination of Program

☐ I am taking a leave of absence of more than five months; or
☐ I am terminating my program at the University.

- Your SEVIS record will be terminated with the reason “Authorized Early Withdrawal.”
- You have 15 days from your withdrawal date to depart the U.S.
- If you intend to return to the U of MN to resume study, you must contact ISSS for a new I-20 at least three months prior to your intended return by sending an email to isss@umn.edu.
- If you return to the University, you must be a full-time student for one academic year before applying for CPT or OPT.
- You will be required to pay the SEVIS fee again.
- If you return to the University for summer session, you must enroll full-time.

Date of withdrawal from classes

Month       Day       Year

Must depart the US no later than

Month       Day       Year

Date of departure from the US

Month       Day       Year

Expected month/year of return (if applicable)

Month       Year

H. Other

Date of departure from the US

Month       Day       Year

SIGNATURE

STATEMENT: I certify that I have discussed my intended departure with an ISSS adviser and I understand how my departure affects my F-1 SEVIS record and my ability to return to the U.S. in the future. I will notify ISSS immediately if my plans change.

Student’s Signature

Month       Day       Year

ISSS will complete this section:

Date submitted to ISSS

Month       Day       Year

International student adviser initials