

## F-1 Departure Form

UNIVERSITY OF MINNESOTA

Complete this form to indicate the reason for ending your F-1 status through UMN either temporarily or permanently, or to inform ISSS of an absence from the U.S. for 5 months or more.

1. Student's Name     
Family name First name Middle

2. UMN ID#

3. SEVIS ID # N 0 0

4. Email

5. Phone

**Instruction:** Please read options A-H below, select the situation that applies to you, and sign at the bottom of the 2nd page.

### A. Completion of Degree or Exchange Program

I have completed my degree/program requirements and plan to depart the U.S. I am *not* interested in applying for OPT, another degree program, or a change of immigration status.

- You must depart the U.S. within 60 days of your degree completion date.
- The status of your SEVIS record will change to "Completed."

Date of completion     
Month Day Year

Date of departure from the U.S.     
Month Day Year

### B. End of OPT or 24-month STEM OPT

I have completed OPT/STEM OPT and plan to depart the U.S.

- The status in your SEVIS record will be changed to "Completed."
- You must depart the U.S. within 60 days of your OPT completion date.

I am reaching 90 days of OPT unemployment or 150 days for STEM OPT.

- The status in your SEVIS record will be changed to "Completed."

I am ending OPT/STEM OPT early (before the end date on my EAD card).

- You must depart the U.S. before you have accumulated the maximum unemployment days: 90 days for OPT; 150 days for STEM OPT.

Last day of work (if currently employed)     
Month Day Year

Date of departure from the U.S.     
Month Day Year

### C. Termination of Program, Leave of Absence, or Finishing Degree from Outside the United States

I am terminating my program at the UMN and do not intend to return at this time.

I am taking a leave of absence. I plan to return to the UMN in the future.

I intend to complete my degree outside the United States.

- 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.
- You should contact your Academic Advisor prior to departure to discuss your plans.
- If you intend to return to UMN to resume study, you will need to request a new Returning Student I-20 at least 3 months before your return. You will be required to pay the SEVIS fee again. More information is available at [z.umn.edu/issreturn](http://z.umn.edu/issreturn).
- If you return to UMN, you will be required to be a full-time student for one academic year before applying for CPT or OPT.
- If you return to UMN for Summer Session, you will be required to enroll full time.

Date of departure from the U.S.     
Month Day Year

Expected month/year of return (if applicable)    
Month Year

**D. Transfer**

- I am transferring to another U.S. institution. (Request must be submitted before or within 60-day grace period)
- You must attach proof of admission to the new school.
  - 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. If you will complete a UMN degree, your transfer release date must also be on or before the last date of your 60-day grace period.
  - 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.
  - If you are registered for future semesters, it is your responsibility to cancel all classes at the University of Minnesota.

Full name of new school  New school code

City and State  Transfer release date

Month Day Year

Currently on OPT?  Yes  No Date you will stop working (must be before release date)

Month Day Year

**E. Study Abroad Program**

- I am participating in a study abroad program.
- In order for your SEVIS record to remain Active you must meet the following criteria:
- You must be pursuing a full-time course of study during your absence. Obtain a letter from your academic adviser stating 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.
  - You should submit a Reduced Course Load Form if you will be full-time but your credits will not appear on your UMN record at the start of the semester. A new Reduced Course Load Form is required every semester that you will be enrolled less than full time at UMN.
  - You must continue to provide a U.S. mailing address in the "Current Mailing Address" section on MyU during your absence.
  - Prior to returning, ensure that you have a valid re-entry signature on page 2 of your I-20.

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

Date of departure from the U.S.

Month Day Year Expected month/year of return

Month Year

**F. Full-Time Research Outside of the U.S.**

- 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 advisor stating 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 on MyU during your absence.
  - Prior to returning, ensure that you have a valid re-entry signature on page 2 of your I-20.

Date of departure from the U.S.

Month Day Year Expected month/year of return

Month Year

**G. 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.
  - If you have a pending change of status, you must provide documentary evidence of your application, such as your I-797 receipt notice.
- My change of status has been approved. New visa type  Effective date
- Month Day Year You must provide documentary evidence of your change of status.

**H. Other**

Date of departure from the U.S.

Month Day Year

**SIGNATURE**

STATEMENT: I certify that I have discussed my intended departure with an ISSS advisor 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.

Month Day Year

Student's Signature

**ISSS will complete this section:**

Date submitted to ISSS       International student advisor initials   Transferred in SEVIS  Evidence of COS included

Month Day Year