International Student Leave of Absence Request

This form should be completed by international students who are dropping classes to temporarily leave Fresno State and plan to exit the U.S. for less than 5 months and who are not eligible for vacation.

This form is used for immigration purpose only!

Important Information -- Please read carefully before completing this form

An immigration leave of absence is called an “Authorized Early Withdrawal” in SEVIS and is a termination of your student record. This means that your student status (F-1 visa) and I-20 have been deactivated. By law, you have 15 days from the termination or deactivation of your student status to leave the U.S. Failure to exit within the 15 days can result in a permanent loss of your F-1 visa status.

Please sign if you understand. ____________________________________ Date____________________

Today’s date:_____ / ______ / 20______ Undergraduate _______ Graduate ___________

Current term (circle one): Fall Winter Spring Summer Year _______

Family name __________________ First name _________________ SEVIS # N00______________

Student ID # __________________ Email address ___________________________@mail.fresnostate.edu

Major/program __________________ Reason for temporary leave (circle): Medical Personal Family

Will you complete the current term/semesters? Yes ___ No ___ If no, when did you last attend class? ___ /__ / 20___

➢ Academic advisor’s signature: ___________________________ Date: ______ / ______ / 20_____

Travel Information: Do you currently have an airline ticket to exit the U.S.? Yes _____ No _____

Date you plan to exit the U.S.? ______ / ______ / 20____ (must be within 15 days of SEVIS deactivation)

Approximate date you plan to return to the U.S.? ______ / ______ / 20____

Will your F-1 visa need to be renewed to return to the U.S.? Yes _____ No _____

Procedure to return—Please read carefully!

To return to the U.S. to continue your degree with your current I-20 and SEVIS record, you must not be gone for more than 5 months from the date your record is deactivated. You must notify ISSP by email 60 days prior to your return so that ISSP can request that your SEVIS record be re-activated. It will take 3-4 weeks for SEVIS to re-activate your record, so travel to the U.S. during this time should be avoided. You are allowed to re-enter the U.S. up to 30 days prior to the start of class.

If you wish to return to Fresno State after you leave the U.S for more than 5 months, you must also notify ISSP by email 60 days prior to your return so that a new I-20 (with a new I-20 number) will be issued to you, which will require a new SEVIS fee payment through https://www.fmjfee.com/. If you leave the U.S. for more than one semester, you will need to re-apply for admission to Fresno State. If you leave the U.S for only one semester, you do not need to re-apply for admission given your academic status prior to departure is in good standing.

Please sign if you understand. ___________________________ Date____________________