Authorized Withdrawal Information

Name: __________________________  Student ID: ______________  Date: ______________
UND Email: ______________________  Non-UND Email: ______________________

International students may **NOT** take a semester off and remain in the US. All F-1 and J-1 students present in the US **must** be enrolled in courses.

**DEPARTURE:**

Semester taken off:

- [ ] Fall _____ (year)
- [ ] Spring _____ (year)
- [ ] Full ____ (year) academic year
- [ ] Unsure

Reason for taking time off: _______________________________________________________

Length of time away from UND (Approximate): _______________________________________

Plans for summer 20_____: ______________________________________________________

Date you plan to withdraw from classes: _______________  (Check here if not yet enrolled ____.)

*Students who withdraw from classes must depart the US within 15 days of the withdrawal date.*

Date you plan to depart the US: ______________  (You must depart no later than: ____________)

Date International Center will terminate your SEVIS record: ______________

*The International Center will terminate your SEVIS record for “Authorized Early Withdrawal” provided that you remain in good standing with the University and are not suspended for any reason.*

**RETURN:**

*Students who wish to return to the US on their current SEVIS record and I-20 must not be outside the US on a terminated SEVIS record for more than 5 months.*  If you are absent from the US for more than 5 months, you will need a new SEVIS record, a new I-20, proof of a new I-901 payment, and a new visa to re-enter the US in legal F-1 status.  *Students returning to the US on a SEVIS record that has been reactivated after previously being terminated, may not re-enter the US more than 30 days before classes begin.*

Date you plan to re-enter the US: ____________

(You may **not** re-enter the US before: ____________  You **must** re-enter no later than: ____________)

1
Any Previous Reduced Course Loads and Reasons: ________________________________

The following things could affect your ability to re-enter the US and/or return to the University after a semester absence:

Poor Academic Standing: __________________

Outstanding Balance: __________________

Disciplinary / Criminal Issues or Status Violations: __________________

The International Center needs the following documents from you to request reactivation of your SEVIS record:

___ copy of passport
___ copy of visa
___ copy of I-20 (with updated travel signature)
___ copy of I-94
___ flight itinerary for departure date (in English)
___ flight itinerary for return date (in English)
___ proof of visa appointment date (if you need to apply for a new visa before returning)

You should also notify the International Center that you plan to return to the US on your current SEVIS record and I-20 and remind them to request that SEVP reactivate it 60 days before you re-enter the US.

Date you should contact International Center: _________________

In order to enroll in classes upon your return you will likely need to apply for re-admission to the University. Contact the registrar and your department for reapplication procedures.

I understand that I am responsible for the information in this form, maintaining contact with the international, and verify the information I have provided is accurate.

_________________________________________________________  __________
Student Signature  Dat
## International Center Use Only

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<tbody>
<tr>
<td>Pre-Approved LOA to Leave U.S.</td>
<td>Less than 5 months</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes - if courses taken elsewhere</td>
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<tr>
<td>Pre-Approved LOA to Leave U.S.</td>
<td>More than 5 months</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - if courses taken elsewhere</td>
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<td>Approved Withdrawal in a Previous Term</td>
<td>Any</td>
<td>Yes</td>
<td>Yes, if: 1) student left U.S. &amp; 2) time absent from UND is more than the normal break between terms</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - if courses taken elsewhere</td>
<td>Proof Student Left U.S. or Proof of Filing for Reinstatement</td>
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<tr>
<td>Unapproved Withdrawal in a Previous Term</td>
<td>Any</td>
<td>Yes</td>
<td>Yes, if: 1) student left U.S. &amp; 2) time absent from UND is more than the normal break between terms</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - if courses taken elsewhere</td>
<td>Proof Student Left U.S. or Proof of Filing for Reinstatement</td>
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<td>Out of Status for Any Reason</td>
<td>Any</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - if courses taken elsewhere</td>
<td>Proof of Filing for Reinstatement</td>
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