

### Authorized Early Withdrawal Form – SEVIS I-20 For F-1 Students Departing the U.S.

**Important Note:** If you are enrolled for spring or fall, you have to turn this form in first before dropping courses or leaving the U.S. Failure to do so may result in a negative termination of your SEVIS record. This form does not terminate your student status with the University.

**STEP 1. Plans for Departure (Check One of the Following):**

- I am currently enrolled in classes. I will be dropping all my courses and will leave the U.S. within 15 days.
- I am currently enrolled and will be leaving the U.S. within 15 days, but will keep all or some of my courses. Indicate courses to drop (if any): \_\_\_\_\_ ; \_\_\_\_\_ ; \_\_\_\_\_ (course number)
- I am not enrolled and will be leaving before classes begin for the next semester.

**Note:** If you are leaving due to a medical condition, you may be eligible for a medical RCL. You can view information about the [Reduced Course Load form here](#) and attach a letter from the licensed medical professional.

**STEP 2. Date of Departure (past or future):** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Check one of the following:** Month Day Year

- I have attached a flight itinerary to this application to verify departure date
- I am driving/have driven across the Canadian or Mexican border on the above departure date

**STEP 3. Return Plans (Check one of the following):**

- I plan to return to the U.S. in a future semester. Date or semester of planned return to the U.S. (If Known): \_\_\_\_\_
- I do not plan to return to the U.S.

**STEP 4. Acknowledgements, please read and check the boxes below:**

- I understand that my current I-20 will be terminated, and I cannot re-enter the U.S. on this I-20 and SEVIS ID.
- I understand that my F-1 “clock” will start over in regards to being eligible for CPT or OPT due to an absence from classes for more than five (5) months.
- I have informed by academic department regarding leaving the U.S.

**STEP 5. Return Steps.** If I decide to return to study at UH for a future semester, I will do the following **before** returning to the U.S.:

- Contact my academic advisor to update my academic record or validate active student status;
- Contact [ISSSOHLP@central.uh.edu](mailto:ISSSOHLP@central.uh.edu) to request a new Form I-20 (If you have to apply for readmission, your I-20 may come from admissions);
- Provide updated evidence of financial support;
- Verify/Update your foreign (international) address in MyUH;
- Your new Form I-20 will be sent by email. If you want the original by mail, please provide a prepaid mailing label;
- Pay the I-901 SEVIS Fee after receiving the new I-20. This is paid through [www.fmjfee.com](http://www.fmjfee.com);
- Check with the U.S. Consulate or Embassy to determine if a new F-1 VISA is required;

Please Read the Statement Below and Sign:

**It is your responsibility to submit a copy of this signed form to the Office of the University Registrar (located in the Welcome Center) to request for your courses to be dropped. ISSSO signature is required prior to dropping any courses. If you are dropping all courses, an additional official withdrawal form from OUR may be required.**

Student Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date: \_\_\_\_\_

**For Doctoral Students Only:**

Academic Advisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVAL SIGNATURE FROM ISSSO**

DSO Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_