

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.fmiffee.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** _____