

Please do not use this form if you are transferring to another school.

Name: Last (Family) _____ First (Given) _____ Middle _____ UA ID# _____

Date of Birth (mm/dd/yyyy) _____ E-mail address _____

UA Department _____ Supervisor's Name _____

You are leaving the USA for the following reason (please check the appropriate box):

Reason for Leaving the USA	Date of Program Completion on your DS-2019	Date of Departure	Date of Re-entry	Comments
I am withdrawing from the program and will leave the USA.			N/A	<ul style="list-style-type: none"> Your SEVIS record will be terminated. You need to leave the U.S. within 15 calendar days.
I am going abroad for a non-program related reason				<ul style="list-style-type: none"> Your absence may not be longer than 30 days. Otherwise, your SEVIS record will be terminated. Have your DS-2019 signed for re-entry before leaving. ("Travel" signature is valid for one year.)
I am leaving the USA temporarily for a program related reason.				<ul style="list-style-type: none"> Please submit the letter from your UA supervisor or Department's stating: <ol style="list-style-type: none"> Nature of your visit; How it relates to the original program objectives; The length of the visit. Site address where you will conduct your research during the visit; Proof of continuing insurance coverage for J-1 (and J-2 if any). Have your DS-2019 signed for re-entry before leaving. Your absence may not be longer than 5 months. Your SEVIS record will remain active.
I have completed the program and am leaving the USA	(If you are completing earlier than the Program End Date listed on your DS-2019, please indicate your actual completion date here.)		N/A	<ul style="list-style-type: none"> If you are completing earlier than the Program End Date on your DS-2019, your program end date will be shortened in SEVIS to reflect your new program completion date. You may not continue your program activities after the program end date, and you must depart the USA within 30 days of the program end date.

***Note: Upon re-entry to the USA, please bring your immigration documents (DS-2019, visa, passport with arrival stamp, and most recent I-94) to our office so we can make a copy for our records.**

Signature _____

Date _____