



Office of International Students
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F-1 STUDENT REQUEST TO CLOSE SEVIS RECORD AND END RUTGERS' VISA SPONSORSHIP

To comply with SEVIS, all F-1 students must submit this form to the Center prior to ending Rutgers's visa sponsorship. By filling out this form and attaching further documentation (as explained below) you are authorizing the OIS to terminate your F-1 record and stop reporting your information to SEVIS. Students who fail to submit this form in a timely fashion will be automatically "terminated" by SEVIS upon failure to register the following semester. **Termination of a record could have negative consequences on your future immigration efforts in the U.S.** Please complete and return this form by mail, fax, or e-mail to the address above before terminating Rutgers' visa sponsorship.

Important: please read the following information before submitting this form:

- If you have graduated and plan to apply for OPT, do **NOT** submit this form. While on F-1 post-completion OPT you remain in F-1 status.
- If you are transferring to another school do NOT use this form, rather, submit the: *"Transfer Out Request form"*.
- If you have become a permanent resident (green card holder) do NOT use this form, rather, submit the: *"Request to close SEVIS record based on approved/pending permanent residency application."*
- If you will be out of the U.S. and plan to maintain your legal status in the U.S., then do NOT fill out this form. Instead, please fill out the *"Notification of Temporary Absence from the U.S. while Maintaining Registration"* form.

Check one or more of the boxes below which explain the reason(s) for ending your Rutgers' visa sponsorship:

- Changing to another nonimmigrant status in the U.S. (such as H-1B) *You must also attach proof of your new status*
 New non-immigrant status: _____ New status start date: _____

- Leaving the U.S. Date you will depart the U.S.: _____ Degree received: Yes / No
 If Yes: Degree Level _____ Month and year _____
 Please Note: If you are leaving the U.S. after degree completion, then your SEVIS record will be "Completed" if not the record will be "Terminated."

- Other (Please explain the reason you are requesting to close your SEVIS record; attach documentation if needed)

Name: _____ RU ID: _____
 Phone: _____ Email: _____ Birth Date: _____
 SEVIS ID #: _____
 Signature _____ Date Signed: _____

If you are willing to be contacted by students who may be coming to Rutgers from your home country, please provide us with an with an email address _____

Feel free to attach any comments, suggestions or issues you would like to call to our attention concerning your experience with the Office of International Students.

We wish you the very best of luck in your future!