



Office of International Affairs
International Student & Scholar Services

Leave of Absence Form

F-1 or J-1 International Student Temporary Departure

Please complete this form if you are in F-1 or J-1 status and wish to leave the U.S. take a semester off that is not a vacation term, and you plan to return to CU Denver to resume your within a year. If you are leaving the U.S. with no intention of resuming your studies at CU Denver, please complete the Authorized Early Withdrawal Form.

After completing this form, take it with you to an appointment with your assigned International Services Specialist to discuss the date by which you need to leave the U.S. Depending on your estimated return date, you may need a new I-20 or DS-2019, F-1 or J-1 visa stamp, updated financial documentation, and may need to reapply to the University.

Name of Student: _____ Today's Date: _____

Student ID Number: _____ Major: _____

Personal Email Address: _____

Last Date of Enrollment in Classes at CU Denver: _____

Anticipated Date of Departure from the U.S.: _____

Semester you Plan to Resume your Studies: _____

Reason for your Leave of Absence: _____

Before completing this form, make sure to read and comply with the following:

- ✓ Speak with your academic advisor and inform him/her that you will not be registering for the upcoming semester and/or that you will be withdrawing from the current semester.
- ✓ Make sure that you discuss with your academic advisor or academic department the steps you need to take in order to return to the University of Colorado Denver to resume your studies.
- ✓ If you have not done so already, make sure to withdraw from any classes for which you are registered and will be unable to complete due to your departure.
- ✓ Pay any outstanding bills with the Bursar's Office.
- ✓ Know that this may impact my future eligibility & "reset the clock" for F-1 benefits such as CPT, OPT, etc.
- ✓ Speak with your assigned International Services Specialist to discuss any questions that have related to how this impacts your immigration status. Once authorized early withdrawal has been approved in SEVIS, you must leave the U.S. within 15 days.

After completing this form, send it to your assigned International Services Specialist to discuss your departure. Your SEVIS record will then be terminated for Authorized Early Withdrawal.

Student Signature

Date

I understand that, consistent with USCIS regulations, if this request is authorized my SEVIS record will be terminated and that I am expected to depart the U.S. within 15 days of being notified that the Authorized Early Withdrawal request is approved. It has also been explained to me that if I intend to re-enter the United States to resume full-time studies at the University of Colorado Denver, I will have to contact the ISSS at least two months before my anticipated date of re-entry.