

PURPOSE OF THIS FORM

F-1 students must complete this form if they are departing the United States (US) prior to completing their program of study or OPT and **do not intend to return** for one of the specified **departure reasons** listed below.

- Students applying for an authorized early withdrawal (AEW) must refer to the [AEW Guide](#) to ensure an understanding of their options for reactivation or reinstatement.

***Students must provide a copy of their travel itinerary with this form to confirm travel date(s).**

STUDENT INFORMATION

First Name: _____ Last Name: _____

Florida Poly ID: _____ US Phone Number: _____

Program of Study: _____ Program Level: ___ Undergraduate ___ Graduate

DEPARTURE REASON

Student departure date **must be within the required grace period**; students outside of their grace period are in violation of their F-1 status and will be required to depart the US immediately. Students leaving the country must provide a copy of their ticket or receipt.

Date of Departure from US: _____ **If you will be returning to Florida Poly, please verify term/year:** _____

Please check one of the following reasons to explain your exit from the US:

___ **Status Change:** I have completed my program of study and legally changed my visa status or have applied for a change of status. I am providing evidence of this current or pending change request (i.e., permanent resident "green" card, change to another visa classification, copy of I-797 Receipt of Notice from USCIS)

___ **Completion of Program:** I have **completed my program of study** and wish to return to my home country. I understand I must depart within the **60-day** grace period from my program end date (listed on the I-20).

___ **Ending Employment Early:** I am **ending my post-OPT or STEM OPT employment authorization early**. I understand that I must depart the US within the required **60-day** grace period from the date of this notification. If this is due to a change in visa status, I have submitted the required documentation to verify my new status (e.g., permanent resident, H1B-Visa, etc.).

___ **University Withdrawal:** I am requesting to withdraw from the university and do not intend to return due to an extenuating circumstance requiring me to depart the US before completion of my program. I have completed either a [Student University Withdrawal Request](#) or [Mitigating Circumstance Petition](#) and understand I must depart the US within the **15-day** grace period from the date my request is approved. I have reviewed the [AEW Guide](#) and understand my options regarding reactivation and reinstatement.

STUDENT CERTIFICATION

By signing below, I certify my understanding that I must adhere to immigration regulations and university policies for withdrawal, program completion, or change of status. I have attached the required evidence in to confirm my reason for departure from the US, including proof of the date of my departure, and any additional documentation applicable.

Student Signature: _____ Date: _____