

Authorized Early Withdrawal Request

This request must be submitted **prior to withdrawing from classes**. This means if you intend to withdraw from all of your classes but wish to **return within less than 5 months** to continue your studies, you must submit this request along with your Student University Withdrawal or Mitigating Circumstance Petition to International Student Services (ISS), so the Designated School Official (DSO) is aware of your intent to withdraw and can process the AEW request.

If the AEW is approved **your SEVIS record will be terminated**; this means you must depart the US within 15-days of the termination date. If you complete the required steps to return to school in less than 5 months, you will be eligible to have your F-1 status reactivated. Please view the [AEW guide](#) prior to completing this request. **AEW requests will be processed after you are withdrawn from the university.**

Student Full Name: _____ Florida Poly ID: _____

Select the reason for your temporary absence:

Family Emergency Financial Issues Personal Reason Other: _____

I am applying for a (check one):

[Student University Withdrawal](#)

- *I have completed the required form and obtained the required signatures from all departments including ISS.*

[Mitigating Circumstance Petition](#)

- *I have completed the required form and obtained the required signatures from all departments including ISS.*

Student Certification

I am applying for an AEW and intend to return to the United States (US) in less than 5 months to continue my academic program of study and will be requesting reactivation of my F-1 status.

Please List term and year you intend to return (Term/YYYY): _____

I have reviewed the [AEW guide](#) and understand that I must complete the [Recertification of Finances](#) form **60-days prior** to the first day of classes for the term I intend to return and provide financial evidence that I can cover the estimated cost of attendance for an academic year.

- I understand that if I do not complete the required Recertification of Finances form 60-days prior to the first day of classes, and provide all required updated documentation, that I will not be eligible to have my F-1 status reactivated or enroll in classes.
- I understand that if I do not return in less than 5 months that I will not be eligible to have my F-1 status reactivated. I understand that I will be required to file for [Reinstatement of Status](#), and be approved by USCIS to be eligible to have my F-1 status reactivated or enroll in classes.

I understand that my AEW will be processed after the University Registrar's Office notifies the DSO that I have been withdrawn from the university and that I have 15-days from my AEW SEVIS termination date to depart the US. I acknowledge that if I do not depart the US within these 15-days that this will result in an [unlawful presence](#) in the US, which can adversely affect my eligibility to return to study.

I will provide confirmation of my departure date to ISS prior to travel and after obtaining my ticket to depart the US.

Student Signature: _____ Date: _____