



**Rutgers Global-International Student
and Scholar Services**
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F-2/J-2 DEPENDENT REQUEST TO CLOSE SEVIS RECORD AND END RUTGERS' VISA SPONSORSHIP

To comply with SEVIS reporting requirements, all F-1/J-1 visa holders must notify the Center when their F-2 and J-2 dependents end Rutgers' visa sponsorship by permanently leaving the U.S., or, by changing their visa status. F-1 and J-1 visa holders are required to submit this form to the Center prior to their dependent ending Rutgers' visa sponsorship. By filling out this form you are authorizing the Center to terminate the SEVIS record of your F-2/J-2 dependent. Please complete and return this form in person, by mail, fax or e-mail to the Center when your dependent terminates Rutgers' visa sponsorship.

I, _____
Last
First
RUID
 take full responsibility in informing Rutgers that effective (date) _____, I authorize Rutgers
 University to close the dependent SEVIS record of: _____
Last
First
Date of Birth

I have completely filled out this form and I have attached documentation corroborating my explanation of why Rutgers no longer needs to maintain my dependent's SEVIS record (e.g., a change of status approval notice or a copy of a plane ticket.)

Check the reason your dependent is ending Rutgers' visa sponsorship:

- Dependent is permanently leaving the U.S. Date your dependent will depart the U.S.: _____
- Dependent is changing to another non-immigrant status, such as F-1. ***You must attach proof of new status***
 Date new status will start: _____ Non-immigrant status dependent will be changing to: _____
- Other reason(s). Please explain: _____

FORMS WITHOUT BOTH SIGNATURES BELOW WILL NOT BE PROCESSED!

✍ **SIGNATURE of PRIMARY VISA HOLDER:** _____ **DATE SIGNED:** _____

✍ **SIGNATURE of DEPENDENT:** _____ **DATE SIGNED:** _____

I am aware that my SEVIS record will be closed and authorize that my SEVIS record be closed.

Contact Information

Phone _____ E-mail _____

**Please remember to complete ALL fields in this form
Incomplete forms will NOT be processed**

FOR OFFICE USE ONLY

Dependent SEVIS record closed on _____ by _____ Sunapsis RTI