

F-1/J-1 STUDENT NOTIFICATION OF TEMPORARY ABSENCE FROM RUTGERS WHILE MAINTAINING REGISTRATION

I will be continuously registered at Rutgers each academic semester (not necessarily including summer) throughout my temporary absence. By doing so my SEVIS record will remain 'open'. If I decide NOT to register, I will submit the "F-1 Student or J-1 Student Request to Close SEVIS Record and End Rutgers' Visa Sponsorship" form (and thus, my SEVIS record will be closed.)

Today's Date: _____ Rutgers Student ID# _____

Name: _____
(Last) (First) (Middle)

undergraduate student graduate student (if graduate, check one: master's doctoral)

Current Program or Major: _____ Current school/department: _____

Current E-mail: _____

E-mail address you will use during your absence: _____

Address where you will be during your absence: _____

I will be leaving Rutgers on or about (date) _____

I expect to return back to Rutgers on or about (date) _____

I am aware that in order to keep my F-1 SEVIS record open I must comply with certain F-1/J-1 regulations; these include:

- I must maintain a valid and accurate I-20/ DS-2019 (e.g., the "expected completion date" on the I-20 has not passed, the field of study on the I-20 is accurate, etc.);
- I must register for a full credit load, as defined by my academic school, EVERY semester;
- I must submit a "Reduced Credit Course Load" form EVERY semester I am registered less than full-time;
- If out of the US, I must request, at least one month prior to my re-entry, that my International Student Adviser mail me a current I-20 with a travel signature;
- I must update my U.S. address in the University's database (<https://personalinfo.rutgers.edu/pi/>) within 10 days of my return.

➤ **Student's Signature** _____ **Date:** _____

I am aware the above-mentioned student is requesting a temporary absence for the period noted above. I am aware the student will remain registered every Fall and Spring semester during the period of the temporary absence noted above.

➤ **Signature of GPD or Academic Dean:** _____ **Date:** _____