

F-1/J-1 STUDENT NOTIFICATION
OF TEMPORARY ABSENCE FROM U.S. FOR 5 MONTHS OR MORE
(WITH INTENTION TO RETURN TO RUTGERS TO COMPLETE PROGRAM FOLLOWING ABSENCE)

Center for International Faculty and Student Services
180 College Avenue, New Brunswick, N.J. 08901-8537
tel. 732.932.7015 ž fax 732.932.7992 ž ru_cifss@email.rutgers.edu

If you will be leaving the U.S. for an entire semester or 5 months or more, but plan to return to Rutgers to complete your program after your temporary absence, please complete and return this form by mail, fax or e-mail to the address above before leaving New Brunswick. Failure to submit this form prior to a temporary absence of 5 months or more could result in false data being sent to SEVIS.

Date _____ Rutgers Student ID# _____

Name (last, first) _____

Current U.S. Address _____

Current U.S. Phone #: _____ E-mail address _____

Forwarding Address (address where you will be during your absence from U.S.) _____

E-mail * _____ Phone* _____ Fax, if any * _____

** please provide contact information where you can be reached during your absence*

Permanent home country address (if different from forwarding address) _____

I will be leaving the U.S. on or about (date) _____ I will be returning** to the U.S. on or about (date) _____

I " will (check one) be registered at Rutgers each academic semester (not including summer) throughout my temporary absence.
" will not

If you will *NOT* be registered, check reason:

_____ Taking an official leave of absence. I expect to register next in the (spring or fall) _____ semester, 20__ (year)

_____ Other (please explain) _____

SIGNATURE

DATE

E Clip and submit above form to the Center for International Services. *Keep instructions below for your records!*

INSTRUCTIONS ON DOCUMENTS REQUIRED FOR RETURN TO RUTGERS
AFTER A TEMPORARY ABSENCE OF 5 MONTHS OR MORE

If you are out of the U.S. for more than 5 months, you will need a new I-20 marked "initial attendance" to return to the U.S.--even though you have already attended Rutgers. Although this may seem strange, it is a regulatory requirement.

Three to four months before you plan to return to the U.S., please arrange to get all of the following documents to the Center for International Faculty and Student Services (address above):

1. Academic Status Report ("General Information" version) completed by your undergraduate dean or graduate program director (form is online at <http://www.rci.rutgers.edu/~cifss/studs-scholars/acstat-general-info-SEVIS.pdf>).
2. Current proof of funding (if funded by a TA, GA or fellowship, be sure Academic Status Report (see #1, above) notes this. Contact the Center by email (ru_cifss@email.rutgers.edu).
3. The address to which you want your new "initial attendance" I-20 signed.

****NOTE:** It is **imperative** that students returning to Rutgers after a temporary absence "check in" at the Center upon arrival in New Brunswick. If you fail to do so, you will not be reported to SEVIS as "checked in," and will be considered out of status!**