



**SEVIS COMPLETION OR TERMINATION REQUEST FORM**

As an international student in F-1 Visa status, you are required to adhere to all regulations pertaining to this visa classification. Failure to comply with any of the regulations specified by the United States Department of Homeland Security puts you out of status and Hartford International University is required to terminate your I-20 in the Student and Exchange Visitor Information System (SEVIS).

Please read this form carefully and make sure you clearly understand the adverse effects of your I-20 being terminated. It is important to be honest and clear in explaining your reason for falling out of status, so that we can report the appropriate termination reason to SEVIS.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student's SEVIS Number: \_\_\_\_\_

Student's Student ID Number: \_\_\_\_\_

Student's HIU Email Address: \_\_\_\_\_

Student's Personal Email Address: \_\_\_\_\_

Student's Phone Number: \_\_\_\_\_

Date you met with a DSO: \_\_\_\_\_

Reason for SEVIS Completion or Termination:

- I am a student and do not plan to continue studying in the US.
- I am on academic probation and do not plan to continue studying in the US.
- I am on academic suspension and was not allowed to continue studying at HIU.
- I violated my F-1 status.
- I am seeking OPT and have decided to not pursue work authorization.
- I am on approved OPT and I wish to end my work authorization before my EAD end date.
- Other (specify below)



Please provide a detailed reason for your SEVIS Completion or Termination request.

Provide your departure or flight itinerary showing proof your plan to exit the US.

If you are leaving the US, please provide your date of departure.

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Acknowledgements: \*

- I understand that by discontinuing my study at Hartford International University my SEVIS record may be completed or terminated.
- I understand that if my SEVIS record is completed or terminated, I am responsible for leaving the US within 15 days of termination date.
- I understand that if I return to Hartford International University on an initial F-1 SEVIS record for a future term, I must be enrolled full time for a full academic year before becoming eligible for off-campus work authorization.
- I understand that the completion or termination of my F-1 SEVIS record will result in the loss of legal status for any F-2 dependents active on my record. F-2 dependents in this situation are not allowed to remain in the US and must depart the U.S. with you.
- I understand that if my SEVIS record is completed it cannot be reactivated.

Signatures: \_\_\_\_\_ P/DSO  
 \_\_\_\_\_ Advisor  
 \_\_\_\_\_ Student