

**LEAVE OF ABSENCE / WITHDRAWAL FORM**

INTERNATIONAL STUDENTS ARE REQUIRED TO NOTIFY ISS PRIOR TO AN EXTENDED PERIOD OF ABSENCE FROM THE UNIVERSITY OF FLORIDA. If you will be leaving the United States for an entire semester or for 5 months or more, please make an appointment with your International Student Advisor (ISA) at the UFIC; bring this form completed to your appointment. FAILURE TO SUBMIT THIS FORM PRIOR TO AN EXTENDED PERIOD OF ABSENCE COULD RESULT IN INCORRECT DATA BEING SENT TO SEVIS, thus causing you to fall out of status.

Last Name	First Name	UFID	Telephone Number
E-Mail	College	Major	Degree Level

**TO BE COMPLETED BY INSTRUCTOR OR ACADEMIC ADVISOR:**

- Student will be ENGAGED IN AUTHORIZED GRADUATE RESEARCH ABROAD  
DATE: From \_\_\_\_\_ TO \_\_\_\_\_ (ATTACH FLIGHT ITINERARY)
  - Student will be registered at UF each academic semester throughout the temporary leave of absence.
  - Student will NOT be registered at UF each academic semester throughout the temporary leave of absence and is expected to register in  FALL  SPRING  SUMMER 20\_\_\_\_\_

I recommend the above-named student be authorized for a temporary leave of absence.

\_\_\_\_\_  
Instructor or Academic Advisor's Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Student's Signature\*

Date: \_\_\_\_\_

**TO BE COMPLETED BY STUDENT:**

- I am leaving the U.S. temporarily for PERSONAL REASONS  
DATE: From \_\_\_\_\_ TO \_\_\_\_\_ (ATTACH FLIGHT ITINERARY)  
I plan to return to UF to continue studies in  FALL  SPRING  SUMMER 20\_\_\_\_\_  
Personal E-mail (NOT UF GatorLink): \_\_\_\_\_

- Withdrawal: Please visit <http://www.registrar.ufl.edu/currents/withdraw.html> for the UF withdrawal process, policies to understand the effect your withdrawal will have on your academic status, and what your financial obligations may be.  
DEPARTURE DATE: \_\_\_\_\_ (ATTACH FLIGHT ITINERARY)

\_\_\_\_\_  
Student's Signature\*

Date: \_\_\_\_\_

*\*By signing above, I understand my F1 SEVIS record will be terminated for Authorized Early Withdrawal unless I remain registered full time during the Fall or Spring semesters. If I will not be registered during the Fall or Spring semesters, or I choose to withdraw from UF, I understand I must leave the US within 15 days of the start of the semester/withdrawing from my classes.*