

Departure from the U.S. Form*Leave of Absence/Withdrawal/Taking Courses from Abroad***CONTACT INFORMATION:** To be completed by the student

Family Name: _____ First Name: _____

Phone Number: _____ HPU ID: @_____

Email Address: _____

Departure from the U.S. (date): _____

I understand that I must complete the following tasks:

- Complete a Leave of Absence (LOA) or Withdrawal form with the Registrar's Office (registrar@hpu.edu)
- Review the relevant Academic Calendar regarding deadlines associated with your departure
- Process any required payments with the Business Office (ar@hpu.edu)

SECTION A: Short-Term Leave of Absence (0-5 months)*Student must check off each additional statement and sign on page 2 to indicate their understanding of relevant policies:*

- Student will have their I-20/DS-2019 terminated and must plan for immediate departure from the United States for the duration of the semester
- Student must submit HPU's Leave of Absence Form to the Registrar's Office in order to record their leave of absence with the University. Students who return for the next HPU semester do not need to reapply with Admissions before registering for classes.
- Student **must** inform OISS of their intent to return to HPU at least 60 days prior to the next semester start date. This can be done by emailing iss@hpu.edu. The SEVIS immigration record will remain in terminated status until the student reports their intention to return with OISS. This means that if a student does not inform OISS of their intent to return to HPU, they will not be able to re-enter the United States in student status.
- Student may not re-enter the United States earlier than 60 days before the next semester start date

SECTION B: Long-Term Leave of Absence (5 months or more)*Student must check off each additional statement and sign on page 2 to indicate their understanding of relevant policies:*

- Student will have their I-20/DS-2019 terminated and must plan for immediate departure from the United States for the duration of the semester
- Student **must** inform OISS of their intent to return to HPU at least 60 days prior to the next semester start date. This can be done by emailing iss@hpu.edu. The SEVIS immigration record will remain in terminated status until the student reports their intention to return with OISS. This means that if a student does not inform OISS of their intent to return to HPU, they will not be able to re-enter the United States in student status.
- Student will most likely need to re-apply for F-1 or J-1 status with OISS and visa with the U.S. embassy or consulate prior to their return to the United States

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Departure from the U.S. Form

Leave of Absence/Withdrawal/Taking Courses from Abroad

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- Student must submit HPU's Leave of Absence Form to the Registrar's Office in order to record their leave of absence with the University.
- Student must verify the process to re-enroll at HPU with the HPU Admissions department prior to returning on campus
- Student may not re-enter the United States earlier than 60 days before the next semester start date

SECTION C: Complete Withdrawal

Student must check off each additional statement and sign on page 2 to indicate their understanding of relevant policies:

- Student will have their I-20/DS-2019 terminated and must plan for immediate departure from the United States
- Student must complete the Withdrawal form with the Registrar's Office
- If the student decides to return to HPU in the future, they must complete a re-application form with the HPU Admissions department. Student will also need to re-apply for F-1 or J-1 status with OISS and visa with the U.S. embassy or consulate prior to their return to the United States

SECTION D: Taking HPU Courses Online from Abroad

Student must check off each additional statement and sign on page 2 to indicate their understanding of relevant policies:

- Student will have their I-20/DS-2019 terminated and must plan for immediate departure from the United States
- Student **must** inform OISS of any intent to return to HPU at least 60 days prior to the next semester start date. This can be done by emailing iss@hpu.edu. The SEVIS immigration record will remain in terminated status until the student reports their intention to return with OISS. This means that if a student does not inform OISS of their intent to return to HPU, they will not be able to re-enter the United States in student status.
- Students who choose to depart the United States and enroll in online HPU classes do *not* need to adhere to F-1 or J-1 regulations

By signing below, I verify that I have read and understood the rules and regulations pertaining to making changes to my enrollment at HPU. I have or will reach out to any relevant departments (e.g. Registrar's Office, Business Office) to inform them of my decision:

Student's Signature: _____ Today's Date (mm/dd/yy): _____