



# Absence from the U.S.

**If a student plans to withdraw from class and leave the U.S. for any length of time (excluding vacations and summer), they must see the DSO in the Office of International Engagement before making travel arrangements, withdrawing, registering or not registering for classes.** Depending on the amount of time the student will be gone, the procedure for exiting and reentering the country will vary.

## Steps for Authorized Early Withdrawal when out of Country Less than 5 Months

1. *Before leaving the country*, students who plan to leave for **less than 5 months** from the date of your last class attendance, must *first* see a Designated School Official (DSO) in International Engagement.
2. *Before leaving the country*, the DSO will give an Authorized Early Withdrawal in the student's SEVIS record.
3. *One month before returning*, the student must apply for readmission to UCA and provide a new financial statement which is less than 6 months old.
4. *Once the DSO has received the complete readmission application*, the DSO will request a datafix from SEVIS to return the record back to active. **Please note: The datafix may take one month or more to process, so the student should not wait until the last minute to submit the readmission application.**
5. *After readmission and the datafix have been approved*, the student will receive an updated I-20.
6. *Once the student receives the updated I-20*, the student will re-enter the U.S. and will *not* need to apply for a new visa or pay a new SEVIS fee.
7. *When the student returns to the U.S.*, he or she will be considered "in-status" and must enroll for the next available semester.

**Students who do not seek Authorized Early Withdrawal or who are absent from the U.S. for 5 months or more will need a new SEVIS record and a new visa.** See back for more information.



# Absence from the U.S. with Terminated I-20

A student will have a terminated I-20 and will need a **new SEVIS record** and **new visa** if:

- ◆ The student did not make arrangements for early withdrawal with International Engagement before leaving the country OR
- ◆ If a student has been out of the U.S. for 5 months or more.

## Steps for Reentering the U.S. Once an I-20 Has Been Terminated

1. The student will contact International Engagement as soon as plans have been formed for re-entry to the U.S.

**Note: When applying for readmission, allow enough time to allow for applying for a student visa, as it will be required to reenter the United States.**

1. The student will submit the readmission application and a new financial statement less than 6 months old.
2. International Engagement will create a new SEVIS record and issue a new I-20 which will have a new number.
3. The student must pay a new SEVIS fee and obtain a new visa in their passport—even if the previous visa has not expired.
4. When the student returns to the U.S., he or she will be considered “in-status” and must enroll for the next available Semester.

**Note: The student will be required to complete 9 months in F-1 status before becoming eligible to apply for off-campus work authorization or OPT. The nine month period will begin at the time of re-entry.**

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