

Completion / Termination Form for International Students, Scholars, and Faculty

Please send this form to ISSO to ensure full compliance under federal regulations for all nonimmigrant visas (B-1, H-1B, J, TN, O).

Please fill, print, and sign. Must include both student/scholar and department administrator signatures:

Visa Holder's Information:

Surname (Family Name): _____ Given Name: _____
as it appears in passport as it appears in passport

Date of Birth (mm/dd/yyyy): _____ Scholar's Phone: _____

Visa Type: _____ Scholar's email: _____ Student: Yes No

Visa Holder's Signature: _____

To be completed by Department Administrator:

Scholar's Original Appointment Dates (mm/dd/yyyy): _____ to _____

ACTUAL Completion / Termination Date (mm/dd/yyyy): _____

- Completion of Appointment
- Lack of Funding
- Did not enter the United States
- Entered the United States but did not come to UCSF (no show)
- Transferred to another institution [must also include J-1 Transfer Out Form (J-1 scholars only)]
- Change of Status - *Choose from drop down list or enter visa status* Past Visa Status: _____ to Current Status: _____
- Received Permanent Residence in the US (include front/back copy of PR card)
- Pending Permanent Residence / Received EAD card (include front/back copy of EAD card)
- Program completed 30 days or more before program end date
- Voluntary withdrawal from the program
- Other, select reason from list : _____

or provide explanation: _____

Department Information *Print to Sign & Deliver*

Department Administrator preparing form:

Name: _____ Signature: _____ Title: _____

Department: _____ Email: _____

Phone or Ext. #: _____ Fax: _____ Date: _____