

Close SEVIS Immigration Record Request Form

Please Complete the Following Information:

Student Name: _____	Birthday: _____
SID 885- _____	SEVIS ID: _____
Local Address: _____	City, Zip, Code: _____
Email Address: _____	Phone: _____
Program of Study: _____	Date you wish to close SEVIS: _____

To comply with SEVIS, all F-1 students that have not completed their degree program must submit this form before ending study at LWTech. By filling out this form and attaching further documentation, you are authorizing the International Office to terminate reporting your record to SEVIS. Students who fail to submit this form in a timely manner will be automatically “terminated” by SEVIS upon failure to register the following quarter. This could have negative consequences on your future immigration efforts in the U.S.

CHECK ONE OF THE REASONS BELOW FOR CLOSING YOUR SEVIS RECORD AND PROVIDE DOCUMENTATION:

- Changing to immigrant status in the U.S (such as permanent resident): Yes _____ No _____

**You must also attach proof of your new status*

Immigrant status you will be changing to: _____ Date new status will start : _____

- Changing to another non-immigrant status: Yes _____ No _____

**Non-immigrant status you will be changing to: _____ Date new status will start: _____*

Please explain the reason why you are requesting that your SEVIS record be closed. To the extent possible, please provide documentation and attach it to this form. Please note that approvals are made on a case by case basis.

Student Certification:

By signing this form, I attest that the above information is true. I understand that providing false information may negatively affect my immigration status.

Student Signature: _____ Date: _____

Office Use Only

Approved By _____ Student Notified On _____

SEVIS Close date of _____ By _____ IO Database Updated On _____ By _____