



Out of Country Record

Name: _____

SEVIS ID: _____ RUID: _____

Current Program Information:

Major: _____ Degree Level: _____

Out of Country Information:

Out of Country Start Date: _____ Out of Country End Date: _____

Out of Country Location Name: _____

Out of Country Location Address: _____

Academic Reason for Departure: _____

The following MUST be attached:

Documents	<input checked="" type="checkbox"/>
1. Copy of last I-20 that was issued to you	
2. Letter from Academic Department acknowledging and approving Out of Country Study/Research	
3. Proof of Course Registration (Must be updated by you for every semester you are out of the United States)	
4. Travel Endorsement form and all necessary documents requested on it	

Student Signature: _____ Date: _____

AUTHORIZING DEPARTMENT USE:

Is Student in good academic standing? _____ YES _____ NO

Directors Comments: _____

Approvers Name: _____ Campus Phone Number: _____

Approvers Signature: _____ Date: _____

****DEPARTMENT MUST SUBMIT THIS FORM TO OISS, CONKLIN 120, DIRECTLY IN A SEALED ENVELOPE AFTER COMPLETION****

OISS use only	
Submitted on: _____	Received by: _____
Completed on: _____	Processed by: _____