



**Departure Form**

Please complete this form before your final departure from Rutgers University and send it to the address above.

**LASTNAME:** \_\_\_\_\_ **FIRST NAME:** \_\_\_\_\_

**DEPARTMENT:** \_\_\_\_\_ **SSN:** \_\_\_\_\_

**SEVIS #:** \_\_\_\_\_ **RUID #:** \_\_\_\_\_

**CURRENT IMMIGRATION STATUS: (check one):**

- J-1                       F-1                       Other (please specify) \_\_\_\_\_

**EXPIRATION DATE OF YOUR STATUS:**

J-1 (end date of DS2019) \_\_\_\_\_ F-1 (end date of EAD) \_\_\_\_\_

Other (please specify) \_\_\_\_\_

**DATE OF TERMINATION OR COMPLETION AT RUTGERS:** \_\_\_\_\_

**REASON FOR TERMINATION OR COMPLETION (check all that apply):**

- Completed program/work assigned  
 Transferring to new U.S. sponsor or employer  
 Personal reasons for early departure  
 Other (please explain) \_\_\_\_\_

**ARE YOU RETURNING TO YOUR HOME COUNTRY AFTER LEAVING RUTGERS?**

- NO     YES

If YES, what is your planned date of departure? \_\_\_\_\_

**FORWARDING ADDRESS AFTER LEAVING RUTGERS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**I AM WILLING TO BE CONTACTED DIRECTLY IF ANYONE INTERESTED**

**IN RUTGERS WISHES TO SPEAK WITH ME:**                       YES                       NO

**NOTE:** If you are not in F-1 or J-1 status and will be leaving the U.S.A. permanently, and earned any income while in the U.S., you must obtain a tax clearance (“Sailing Permit”) before leaving. You must obtain a statement of your earnings from the Office of Payroll and take it to the Internal Revenue Service Office at 970 Broad Street, Newark. At the IRS, you must complete forms and clear your tax obligations, if any, to be granted the Sailing Permit.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_