



Notification of Absence Form for Students in CIEP

STUDENT HANDBOOK: APPENDIX D-1

Dear Student:

This form is for students planning to return to CIEP after being away. Therefore, if you plan to be away from the CIEP for at least one session, please complete this form.

Please understand that UNI policy offers you ONE session away from studies; however, you must have studied for FOUR consecutive sessions in CIEP or TWO semesters at UNI. Of course, you may leave the university at any time for any reason, but you may have to get a new I-20 and/or visa to return. Knowing your plans, helps us keep your immigration record in good status.

Before you leave, please answer the questions below and give to the office staff in Bartlett 3025.

Your name _____

Your address in U.S. _____

Your home country address _____

Your e-mail _____

Your plan to return (when) _____

Your reason for leaving vacation travel

Other (please explain) _____

Your I-20 record SEVIS number _____

Signature

Date

For Office Use Only. Received by: _____ (initials) Date ____/____/____

Student was presented form and declined to sign. Staff initials _____ Date ____/____/____

File Path: T:\Documents\Office Admin\Handbooks\Student Handbooks\CIEP Student Handbook

\Student Handbook Appendices\D-1 - Notification of Absence Form.pdf

Original copy to student file; make copy for student.