



## Departure Notification Form

NOTICE: Pursuant to U.S. immigration laws and regulations, the International Student Center (ISC) is required to notify various Federal agencies when an international student terminates his/her relationship with the College. Your cooperation in ensuring College compliance with this requirement is appreciated. Please submit this form to D-204.

Student Name: \_\_\_\_\_  
Family Name First Name MI

Date of Birth: \_\_\_\_\_ Major : \_\_\_\_\_ PCC email : \_\_\_\_\_  
mm/dd/yyyy

PCC ID#: \_\_\_\_\_ SEVIS ID#: N00 \_\_\_\_\_

Date Leaving U.S.: \_\_\_\_\_ Last Date of Enrollment: \_\_\_\_\_ Degree/Certificate Earned \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy degree type

Please check the reason for departure from PCC:

- Early Withdrawal** – I understand that I have a grace period of 15 days to depart the U.S upon submitting this form.  
Reason for withdrawal: \_\_\_\_\_
- Terminated** – I understand that I must depart the U.S. immediately and have no grace period.
- Graduated** – I understand that I have a grace period of 60 days from my graduation date to depart the U.S.
- Completion of OPT** – A student must complete all practical training within a 14-month period following the completion of study [Sec. 214.2(f)(10)]

Home Country Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Home Country Phone Number: \_\_\_\_\_

**I state that the information I am providing on this form is true. I further understand that it is a violation of United States law to give false information to the college.**

My signature below is in agreement of the time period I have to leave the U.S. It is my responsibility to drop all classes, and determine whether or not I am eligible for a refund.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
mm/dd/yyyy

### Important Notes:

- You are responsible for dropping all of your PCC courses. Please check the refund deadlines to determine whether or not you will receive a refund for the dropped classes.

### ISC staff to complete:

Unit # \_\_\_\_\_  SEVIS  SARS  Request log  Email A&R  Email student Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note:** All paperwork requests require 10 business days to process.

revised 4/25/2018