



# F-1 Student Withdrawal Form

Please complete and submit this form if you will no longer study at Santa Monica College as an F-1 student. It is important that we receive this information so we can report your withdrawal to the Department of Homeland Security. Failure to report your withdrawal could result in an unauthorized withdrawal, which could present problems when trying to enter the United States in the future.

Family/Last Name:

First Name:

SMC ID Number:

Date of Birth (MM/DD/YY):

Last Day of Attendance:

Program:  Academic  Intensive English Program (IEP)

Please select **ONLY ONE** of the options below that applies to you.

**1) Withdrawing from SMC and Returning Home.** Please select your reason(s) for withdrawing. You have 15 days to depart the U.S. if withdrawing during the term.

- No longer wish to study
- Family circumstances or emergency
- Financial circumstances
- Medical reasons
- Other (briefly explain) \_\_\_\_\_

What is your estimated Departure Date (MM/DD/YY) \_\_\_\_\_

**2) Completion of Program.** Please select which degree/certificate you received or petitioned for. You have 60 days to depart the U.S.

- Intensive English Program
- Associate of Science
- Certificate of Achievement
- Associate of Arts
- Bachelor of Science

Major \_\_\_\_\_ Departure Date \_\_\_\_\_

**3) Change of Status Approved.** Please attach proof of your change of status being approved (e.g. I-797 Approval Notice, green card, visa, etc.). If you plan to continue studying at SMC after your change of status has been approved, you must report to the Admissions and Records Office with your status change approval documents so they can update your school record accordingly. Please note that your withdrawal request will only be processed if your change of status is approved and not if it is in pending status. We strongly recommend maintaining your F-1 status until your change of status is approved.

New Visa/Citizenship Status: \_\_\_\_\_

**(OPTIONAL) Classes to be dropped.** Please list the classes (if any) that you would like to be dropped.

- Check here to authorize IEC to drop **ALL** of your courses.

Only drop the following listed classes: 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

4) \_\_\_\_\_ 5) \_\_\_\_\_ 6) \_\_\_\_\_

**Student Signature.** Your signature means that you are discontinuing your studies as an F-1 visa student at Santa Monica College and you authorize the IEC office to drop any courses listed above. Please note it is your responsibility to make sure all of your classes are dropped before the refund and/or drop deadlines.

Signature \_\_\_\_\_ Date \_\_\_\_\_