

GANNON

UNIVERSITY

International Student Office

109 University Square * Box 3748 * Erie, PA * 16541 * Fax: 814-871-5323

Leave of Absence

F-1 students who propose to take a *Leave of Absence* must submit this form to:

- Academic Advisor
- International Student Admissions Coordinator
- International Student Office

If the *Leave of Absence* is approved, the student is required to leave the United States and remain outside the U.S. for the duration of the entire academic semester. The SEVIS record will be terminated as an "Authorized Early Withdrawal." The International Student Office and the Admissions Office will assist with processing a new I-20 for re-entry to the U.S. at the appropriate time. **The student may only re-enter the U.S. in the 30 days prior to the new program start date as indicated on the newly issued I-20.**

The student must report to the International Student Office upon return to the U.S. to provide copies of the I-94 card, I-20, and any other relevant documentation (new F-1 visa, if applicable).

STUDENT ACKNOWLEDGEMENT

I, _____, understand the above rules pertaining to a *Leave of Absence* for the _____ semester at Gannon University. I understand that when I re-enter the United States on my new I-20, I will be ineligible for some F-1 benefits (such as CPT and OPT) until after completion of two additional semesters of study. I acknowledge that I have received a copy of the procedures for requesting a new I-20 at the conclusion of my approved *Leave of Absence*.

Student Signature: _____

Gannon ID #: _____

Academic Advisor Approval: _____ Date: _____

International Admissions Coordinator
Approval: _____ Date: _____

ISO Approval _____ Date: _____
