



# J-1 Scholar Departure Notification

For use by J-1 Scholars (in Professor, Research Scholar, Short-Term Scholar or Specialist categories)

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**Purpose:** This form is intended to facilitate notification of departure from Boston University for scholars in J-1 immigration classifications. The information gathered here will be used by the International Students and Scholars Office (ISSO) to determine how, when and if the scholar's immigration record in the Student and Exchange Visitor Information System (SEVIS) should be completed or terminated in accordance with federal regulations pertaining to J-1 scholars.

## Part I – To be completed by J-1 scholar:

Name of J-1 Scholar: \_\_\_\_\_

Boston University Host Department: \_\_\_\_\_

Scholar's BU ID #: \_\_\_\_\_

**I am ending my time as a J-1 exchange visitor at Boston University and am requesting that the following action be taken regarding my SEVIS immigration record.**

**I REQUEST COMPLETION / INACTIVATION OF MY SEVIS RECORD.**

I am completing my appointment at Boston University and will be departing the U.S. indefinitely.

Last Date of J-1 Employment/Activity at BU: \_\_\_\_\_ Date of Departure from U.S. \_\_\_\_\_

- I understand that once my SEVIS record has been inactivated, it can no longer be reactivated by the ISSO, and that I will need to obtain a new immigration document prior to returning to the U.S. at a later time.
- I understand that if I hold J-1 status as a Research Scholar or Professor, I will not be eligible to return to the U.S. or commence a new exchange program in these categories for a period of 24 months from the end date of my SEVIS DS-2019.
- I understand that the SEVIS immigration records for any dependents in J-2 classification will be inactivated along with my J-1 record.

**I REQUEST THAT MY SEVIS RECORD BE KEPT ACTIVE DURING A TEMPORARY ABSENCE FROM U.S.**

I am departing the U.S. **temporarily** but will maintain an active academic appointment at Boston University.

Last Date of Employment/Activity at BU: \_\_\_\_\_ Date of Departure from U.S. \_\_\_\_\_

Date of Expected Return to BU to Resume Activity: \_\_\_\_\_

- I will be leaving the U.S. for a period of more than 30 days, but plan to return to continue my academic appointment with BU on a specified date.
- I am requesting that my SEVIS record remain active during my absence in order to postpone the 24-month bar on repeat participation affecting J-1 Research Scholars and Professors.
- I understand that should I not return when expected, the 24-month bar will be counted as of my completion date indicated in my SEVIS record.

\_\_\_\_\_  
Signature of J-1 Exchange Visitor/Scholar

\_\_\_\_\_  
Date

**Part II – To be completed by Boston University host department**

1. Please confirm date on which the scholar will complete employment or academic activity with your department.  
 Last day of employment/activity at BU: \_\_\_\_\_

2. Is this scholar ending his/her employment or academic activity with BU?

**Yes - Scholar is ending employment/academic activity at BU.**

*For scholars in J-1 Research Scholar or Professor classification, there is a **24-month bar** on repeat participation. Once the scholar's employment/activity with BU has ended, the ISSO will inactivate the scholar's SEVIS record. Once the immigration record is inactivated, the scholar will be prohibited from returning to the U.S. in J-1 Research Scholar or Professor classification for a period of two years.*

**No - Scholar is expected to resume employment/academic activity at BU after temporary absence from U.S.**

*By requesting ISSO authorization for a temporary absence, the scholar is requesting that his/her BU-sponsored SEVIS immigration record remain active during the period of absence. Should the scholar not return within the time frame anticipated, the 24-month bar affecting scholars in J-1 Research Scholar or Professor category will be counted from the end date identified in the scholar's SEVIS record.*

- Will the scholar maintain an active BU teaching or research appointment during the temporary absence from the U.S.?  Yes  No
- If so, what is the date on which the scholar is expected to resume his/her duties with your department? Return Date: \_\_\_\_\_
- Will the scholar's salary or funding change during the absence?  Yes  No

*If the scholar's salary or BU funding will change in any way, including suspension of funding during absence, a **new BU appointment letter** clarifying the modified funding must accompany this request.*

<b>Signature of BU Host</b>	<b>Date</b>
<b>Name of BU Host</b>	<b>Title</b>
<b>Telephone Number</b>	<b>Email Address</b>

**FOR ISSO USE ONLY**

After review of the above information, it is determined that:

- The scholar's SEVIS record should be inactivated as of the end date of the BU affiliation.
- The scholar's SEVIS record will be kept active during a temporary physical absence from the U.S.

**Determination made by:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_