

**F-2/J-2 DEPENDENT REQUEST TO CLOSE SEVIS RECORD  
AND END RUTGERS' VISA SPONSORSHIP**

To comply with SEVIS reporting requirements, all F-1/J-1 visa holders must notify the Center when their F-2 and J-2 dependents end Rutgers' visa sponsorship by permanently leaving the U.S., or, by changing their visa status. F-1 and J-1 visa holders are required to submit this form to the Center prior to their dependent ending Rutgers' visa sponsorship. By filling out this form you are authorizing the Center to terminate the SEVIS record of your F-2/J-2 dependent. Please complete and return this form in person, by mail, fax or e-mail to the Center when your dependent terminates Rutgers' visa sponsorship.

I, \_\_\_\_\_  
*Last*
*First*
*RUID*  
 take full responsibility in informing Rutgers that effective (date) \_\_\_\_\_, I authorize Rutgers

University to close the dependent SEVIS record of: \_\_\_\_\_

I have completely filled out this form and I have attached documentation corroborating my explanation of why  
*Last*
*First*
*Date of Birth*

Rutgers no longer needs to maintain my dependent's SEVIS record (e.g., a change of status approval notice or a copy of a plane ticket.)

**Check the reason which explains the reason your dependent is ending Rutgers' visa sponsorship:**

Dependent is permanently leaving the U.S. Date your dependent will depart the U.S.: \_\_\_\_\_

Dependent is changing to another non-immigrant status, such as F-1. **\*You must attach proof of new status\***

Date new status will start: \_\_\_\_\_ Non-immigrant status dependent will be changing to: \_\_\_\_\_

Other reason(s). Please explain: \_\_\_\_\_

**FORMS WITHOUT BOTH SIGNATURES BELOW WILL NOT BE PROCESSED!**

*✍* **SIGNATURE of PRIMARY VISA HOLDER:** \_\_\_\_\_ **DATE SIGNED:** \_\_\_\_\_

*✍* **SIGNATURE of DEPENDENT:** \_\_\_\_\_ **DATE SIGNED:** \_\_\_\_\_  
 I am aware that my SEVIS record will be closed and authorize that my SEVIS record be closed.

Contact Information  
 Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Please remember to complete ALL fields in this form  
 Incomplete forms will NOT be processed**

**FOR OFFICE USE ONLY**

Dependent SEVIS record closed on \_\_\_\_\_ by \_\_\_\_\_  fsaATLAS  RTI