

Graduation & Departing WOU

Use this form to notify the OIED of your graduation from Western Oregon University, future plans, contact information, and departure information.

Full Name:	WOU ID Number:
Date of Departure: (and flight information if known)	Major:
<p><u>Graduation:</u></p> <p>I plan to complete my degree and graduate at the end of _____ (term and year [ex: spring 2020]).</p> <p><u>Check each box that applies to your situation.</u></p> <p><input type="checkbox"/> I have applied for graduation and submitted all paperwork to the Registrar's office.</p> <p><input type="checkbox"/> I understand that my I-20 Program End Date will be shortened to reflect my actual term of graduation.</p> <p><input type="checkbox"/> I understand that I have a 60 day grace period after my program end date and that I must exit the US within those 60 days.</p> <p><input type="checkbox"/> I have applied for OPT (Optional Practical Training).</p> <p><input type="checkbox"/> I want to apply for OPT. Pick up an OPT packet and email global@wou.edu to schedule a meeting.</p> <p><input type="checkbox"/> I do not want to apply for OPT. I am going home.</p> <p>**Please Note: This is for immigration purposes only. All graduation requirements should be completed through the Registrar's office and in consultation with your academic advisor.</p>	
<p>Future Mailing Address in US or Abroad: (WOU will use this address to send you any important documents in the future.)</p> <p>Street Name/Number _____ Apartment Number _____</p> <p>City _____ Province or State _____</p> <p>Country _____ Postal/Zip Code _____</p>	
Phone Number:	Personal (not WOU) Email:
<p><u>I understand the regulations and rules surrounding my graduation/departure from Western Oregon University and understand the time limitations I have on departing the U.S./transferring/etc. I have consulted with an International Student Advisor with any questions. I am aware that my SEVIS record will be completed once I submit this form. Please read the information on the back side of this form.</u></p> <p>Signature: _____ Date: _____</p>	

Other Departure Information

Time allowed to depart the United States: Once a student or scholar departs the US following the Program End Date on the I-20/DS-2019 they may not reenter the US on the same F or J visa.

- **F-1 students** who have completed their program or graduated have **60 days** to apply for OPT, continue onto a different education level, transfer to a different school, change their status, or prepare to depart the US.
- Students who have not maintained status and had their **SEVIS record Terminated** must either apply for immigration reinstatement or depart the US within **72 hours** of termination.

Please make an appointment with an International Student Advisor if you have any questions.

All Students Leaving WOU Must Do the Following:

- Verify in Wolf Web or at the Cashier's office that your account has a \$0 balance before leaving. Pay any money owed and make sure to collect a refund for any insurance payment made. Depending on when you withdraw, you may or may not receive an insurance refund. If you will receive an insurance refund, contact the Business office to confirm the address the refund check will be mailed to.
- If working on campus, notify your employer and give the Payroll office at least 5 business days notice to print your final check. Do not work during these 5 days.
- If living in the residence halls, students must inform the University Housing office of their departure and properly check out of the room to avoid any fees due to improper check-out.