



Semester Off Authorization

If you are an F-1 student planning to take a fall or spring semester off, the IPS Office is required to report this in the SEVIS system. This form can be emailed to International Programs and Services (IPS).

Personal Information

Last Name First Name Michigan Tech ID M

SEVIS ID N Email @mtu.edu

Degree Bachelor Master's PhD

Semester Off Information

I will be taking the following semester off Fall Spring Year

I am requesting a semester off and plan to remain in the U.S. I understand that I can only do this if I qualify for a non-traditional vacation term.

To be authorized for a non-traditional vacation term, the student must have been full-time for two previous, consecutive semesters. Upon receipt of this form, IPS will determine if you are eligible for this benefit.

I have been enrolled full time* the previous two, consecutive semesters. I intend to return to complete my degree.

Signature

Date

*Undergrads must be enrolled for 12 credits fall, spring, and summer to be considered full time.

*Graduate students must be enrolled for 9 credits fall and spring, and 1 credit summer to be considered full-time