

# DEGREE SEEKING and EXCHANGE VACATION TERM REQUEST FORM

F-1 and J-1 degree-seeking and exchange students are **required to be enrolled full time for at least three consecutive academic terms before they are eligible for a vacation term.**

It is up to the student to decide how they want to spend their vacation term. During a vacation term students can choose to:

- Remain in the U.S. and not enroll in classes
- Return to their home country
- Study part time on campus
- Continue studying full time during their earned vacation term

REMINDER: If you remain in the U.S. during your vacation term, you are required to maintain health insurance coverage for yourself and your dependents. Please contact your health insurance provider to make sure you maintain coverage during your vacation term.

Typically, students study full time in the fall, winter, and spring academic terms and the summer term can be used as a vacation term. An International Student Advisor's approval for the vacation term is not required when summer is used as a vacation term, as long as the student's program has not ended and the student is returning for fall term.

Occasionally, students will ask to take a vacation term during the fall, winter, or spring. **This requires that you complete the bottom part of this form and submit it to our office for our review. If you qualify for a vacation term, you will be notified via email.**

**IMPORTANT: Failure to gain approval from Office of International Services for a vacation term during the fall, winter, or spring could result in serious and negative consequences for your F-1 or J-1 immigration status.**

**To be completed by the student**

Last name (family) \_\_\_\_\_ First name (given) \_\_\_\_\_  
 OSU Student ID \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone # \_\_\_\_\_ Visa type  F-1  J-1  Other \_\_\_\_\_

Current U.S. Address: Go to <https://ipconnect.oregonstate.edu> Click on Select biographical information, then Local U.S. Address E-Form. \* You are required to report your address to SEVIS to maintain your immigration status.

Degree level  Bachelor's  Master's  Doctorate  Other \_\_\_\_\_ Major \_\_\_\_\_

Please indicate which three consecutive academic terms you have been enrolled as a full time student:  
 Fall 20\_\_  Winter 20\_\_  Spring 20\_\_  Summer 20\_\_

Are you applying for the vacation term for which term and year?  
 Term \_\_\_\_\_ Year \_\_\_\_\_

If you are a graduate student, have you applied for a Leave of Absence with the Graduate School?  Yes  No

**Sponsored Students Only – Please read before signing the statement below**

I understand I must obtain approval from my sponsor for the vacation and any financial or other sponsorship consequences are my responsibility. \*Under the terms of our agreement with sponsors, OSU is required to provide enrollment information to sponsors.  
 Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Office of International Services use only*

Departure: Approved \_\_\_\_\_ Denied \_\_\_\_\_ OIS initials \_\_\_\_\_ Date \_\_\_\_\_