## UNIVERSITY of **HOUSTON**

## INTERNATIONAL STUDENT & SCHOLAR SERVICES OFFICE

Student Center North, Room N203, Houston, TX 77204-3024 (§) Phone: (713) 743-5065 (§) Fax: (713) 743-5079 (§) www.uh.edu/oisss

## Interoffice Memorandum DEPARTURE MEMORANDOM

To: International Student and Scholar Services Office	From:
	Dept:
Subject: Departure of J-1 Exchange Visitor	Date:
This is to inform the International Student and Scholar Services Office that:	
A)	
(Name of Exchange Visitor)	(PS ID Number)
B) Has <b>departed / is expected</b> to depart from this university on:/	
C) To: ( ) His/her home country	Month Day Year
, (, ,	
() Another U.S. University (Name):	
D) Reason for departure:	
Department Signature:	Date:
J-1 Signature:	Date:
J-1 email address (not UH email):	

Please submit this form to International Student and Scholar Services Office either in person or by email to sevis@Central.uh.edu.

For J-1 Student Interns, please submit an additional Evaluation Form along with this Departure Form.