**SCHOLAR NOTICE OF DEPARTURE FORM**

In order to avoid complications with future US visa applications, the International Student & Scholar Office requests that international employees submit this form when they have completed their programs and plan to leave the US. It is not necessary to submit a Notice of Departure form for short trips abroad if you plan to return to UNC Charlotte to continue your current program.

* J-1 visitors may remain in the US up to 30 days after the end date of their program (listed on the DS-2019). During this time J-1 visitors may remain as tourists, but may not work or continue their J-1 program.
* 24 Month Bar to Repeat Participation prevents J-1 scholars in the Research Scholar and Professor categories from returning to the US in the same J-1 categories for a period of 24 months from the date they complete their J-1 program.
* Scholars subject to the **Two-Year Home Residency Requirement 212(e)** will be required to return to their home country and physically remain there for 2 years total before they will be eligible to obtain a work visa (H-1B, L-1) or Permanent Residency in the US.
  + The scholar should check the lower left-hand corner of the DS-2019 and their J-1 visa stamp to determine if they are subject to the Two Year Home Residency Requirement. Information about the requirement can be found on the backside of the DS-2019, or contact the ISSO for more information.

To be completed by the International Visitor/Employee:

Last Name:

First Name:

Email in home country:

Please check the box below that describes you:

* Completed J-1 program and plan to depart the US (grace period is 30 days)
* Take up new employment at another institution or agency
* Other

End date of current status (listed on DS-2019 for J-1s):

Date of Departure from US:

**ISSO use only**

Close-out SEVIS record: \_\_\_\_\_\_\_ Update spreadsheet/TDS: \_\_\_\_\_\_\_ Archive File: \_\_\_\_\_\_\_