



## DEACTIVATE SEVIS RECORD REQUEST

***DUE TO APPROVED or PENDING PERMANENT RESIDENCY PETITION***

**PERSONAL INFORMATION – Please print clearly:**

Family Name: \_\_\_\_\_ Given Name \_\_\_\_\_ Middle Name: \_\_\_\_\_  
(As it appears in passport)  
HPU I.D. number \_\_\_\_\_ Current Visa Status F-1  J-1

**U.S. MAILING ADDRESS:**

Address Line 1: \_\_\_\_\_ Address Line 2: \_\_\_\_\_ (Apt/Floor)  
City: \_\_\_\_\_ State/ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**STUDENT'S Acknowledgement:**

I, \_\_\_\_\_ hereby attach documentation and take full responsibility in informing HPU that effective \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yy ) HPU University should end my visa sponsorship and close my SEVIS record for one of the following reasons:

- I am currently a permanent resident; my A # is\*: \_\_\_\_\_  
\*Please attach a photocopy of your green card or the I-551 stamp in your passport.
- I have applied for permanent residence AND am attaching documentation in support of my request to no longer maintain my current status. I understand that once I have used any benefit of my PR application (e.g. EAD card, Advance Parole) I am no longer in valid F-1 or J-1 status, and therefore must submit this form. By submitting this form, my SEVIS record will be TERMINATED and this can have severe ramifications should my pending application be denied.

**NOTE: If checking this reason: the OISS strongly urges you to seek outside legal advice to discuss the possible consequences of ending your HPU visa sponsorship before your new status is approved.)**

**STUDENT'S SIGNATURE:**

***By signing below I verify that I understand the rules and regulations pertaining to my decision to close my current SEVIS record and I confirm that I will consult with OISS if I any further updates occur during this my change of status.***

X \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yy)  
Student Signature Print Name

**Please return this form in person or email with supporting documentation:**  
Office of International Students & Scholars (ISSS), 1164 Bishop Street, Honolulu, HI 96813  
Phone: 808-356-5299 E-mail: [iss@hpu.edu](mailto:iss@hpu.edu)

**FOR OISS USE ONLY**

Initials: \_\_\_\_\_ (P/DSO) SEVIS Completion Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yy)