

Immigration Compliance Services
Human Resource Services

END OF PROGRAM NOTIFICATION FOR H-1B, TN, E-3 AND O-1 STATUS

The United States Citizenship and Immigration Services (USCIS) requires the University of Florida to report the early ending of an H-1B, TN, E-3, or O-1 status with the University.

This form should be completed by a department/center administrator and reviewed with the H-1B/TN/O1/E3 beneficiary before submitting to ICS.

Notification of an early end date of the validity period for a non-immigrant status should be submitted BEFORE the actual termination date.

Please return completed form to ICS by Fax to (352) 392-8419 or by campus mail to HRS/ Immigration Compliance Services, PO Box 11500.

Today's Date: _____

Name of Employee: _____ UFID: _____

Country of Citizenship: _____ Date of Birth: _____

Department/School: _____

H-1B, TN, O-1, or E-3 is the employee's non-immigrant status

Please check reason for withdrawal:

The H-1B/TN/O1/E3 employee has NOT met the employment objective.

Reason: _____

The H-1B/TN/O1/E3 employee is returning to home country

The H-1B/TN/O1/E3 employee has changed status (if change to Permanent Resident status occurred, please submit a copy of the PR card with this form)

Other reasons: _____

Last Day of work at UF as H-1B/TN/O1/E3 employee: _____

ICS will send a notice to USCIS requesting a withdrawal of the non-immigrant status with UF.

COMMENTS: _____

Supervisor's Name: _____ Supervisor's Signature: _____

Employee's Name: _____ Employee's Signature: _____