



# VACATION REQUEST FORM (F-1 VISA)

*Cultural Center for Language Studies*

Student name: \_\_\_\_\_ SEVIS N00 \_\_\_\_\_

Vacation start date: \_\_\_\_\_

Vacation end date: \_\_\_\_\_

Vacation plans:

- travel within the USA
- travel abroad (you must get the DSO signature on page 3 of your I-20)
- staying in Miami

Date you started your IEP studies in the USA: \_\_\_\_\_

Have you taken any vacation time since you started your IEP in the USA?

- Yes, on \_\_\_\_\_  No

By signing this request, the student certifies that s/he has read the *Vacation and Leave of Absence Policy* and is aware that s/he is only entitled to vacation time once s/he has completed 28 weeks of studies. S/he also acknowledges that his/her vacation time cannot exceed 4 weeks (one term).

Student /Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

If under 18: Guardian name: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Vacation request  Approved  Denied because \_\_\_\_\_

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