

H 1B Employee Notice of Departure

MICHIGAN STATE
UNIVERSITY

OFFICE FOR INTERNATIONAL STUDENTS AND SCHOLARS
Phone: 517.353.1720 | Fax: 517.355.4657
E-mail: oiss@msu.edu | Web: www.oiss.msu.edu

Last Name:	First Name:
Position Title:	Email:
Phone Number:	
Current Address:	New Address
Department Name:	Phone Number:
Department Contact:	

Last date on MSU payroll: _____.

Leaving MSU for: (please check appropriate box)

Returning to home country

Changing status to _____.

Petition filed on _____.

Receipt notice if known _____.

New employer filing H-1B Petition.

Filed on _____.

New employers name _____

Receipt Notice if known _____.

Other: _____,

Employees must depart the United States on the final day of employment with the sponsoring employer, unless he or she has secured the H-1B sponsorship of another employer or otherwise changed immigration status.

One condition of maintaining H-1B status is that the employee continues in the employment relationship with the employer, as described in the H-1B petition. Technically, then, if the employment relationship terminates the H-1B nonimmigrant will "fall out of status" and can be removed from the United States.

The regulations require an employer to notify USCIS "of any changes in the terms and conditions of employment" of a beneficiary. One such change in the terms and conditions of employment is the termination of the employee's employment. When an employee ceases employment, the regulations provide that "the petitioner must send a letter notifying the director or the Regional Administrator who approved the petition. When USCIS receives a termination notification letter from the petitioner, it will act to revoke the petition so that it can no longer be used.

Signature: _____

Date: _____