

ANNUAL VACATION REQUEST

If you plan to take your annual vacation (legal break) during the next quarter, please fill out this form and return it to Enrollment Services during returning student registration.

In order to be eligible for annual vacation, you must have completed 9 months of full-time study and be in good standing. You must pay for UCR insurance for the period of time you are on vacation prior to the before the end of the current quarter. After your annual vacation, you must study at UC Riverside – Extension or another school. It is your responsibility to register for the next quarter during returning student registration or you will be charged a late fee of \$50.00.

If you will be leaving the country, please see the Immigration Advisor about your I-20.

Student Information (to be completed by student)

Student Name:		Today's Date:	
	Last/Family Name	First/Given Name	
Student ID No.:		DOB (mo/day/year):	
	(mo/day/year):	Current Class:	

Last three quarters completed: _____

What quarter will you be taking annual vacation? _____

Student Certification

I have completed at least 3 quarters of study and am eligible for Annual Vacation. I understand that I must for pay for health insurance during my Annual Vacation. I understand that I must study after my Annual Vacation, either at UC Riverside Extension or another school. I will notify Enrollment Services of any address changes within 10 days of change. I will register for the next quarter during the sixth week of the current quarter (see Enrollment Services for exact date).

Student Signature: _____	Date: _____
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FOR IEP ENROLLMENT SERVICES USE ONLY

Notes:							
Health Insurance Coverage Dates: _____ to _____							
Itemization given to std:	_____	_____	Q2 updated:	_____	_____	SEVIS updated:	_____
	Date	Initials		Date	Initials		Date Initials