



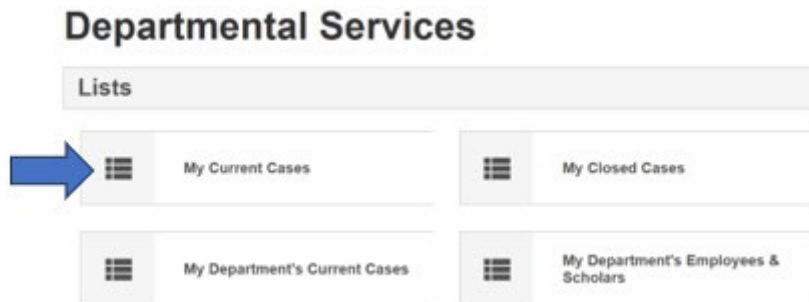
Canceling an H-1B Specialty Occupation Request

If the *H-1B Specialty Occupation Request* has already been approved by ISSS:

- Contact the [ISSS advisor assigned to your department](#) to request the cancellation of the request.

To cancel an *H-1B Specialty Occupation Request* that has not been approved:

- The departmental administrator must log-in to the [Departmental Services Portal](#) and click on "My Current Cases."



Then, click on the scholar's (in progress) *H-1B Specialty Occupation Request* in the case list.

My Current Cases

Show 10 entries

Name	University ID	Application	Status	Start Date	Last Updated On	Last Updated By
Haddock, Hiccup Test	B132488	H-1B Specialty Occupation Request	Started	07/31/2025	09/10/2025	International Office

From the scholar's *H-1B Specialty Occupation Request* e-form group landing page, the departmental administrator should click on the **last e-form that has been submitted in the *H-1B Specialty Occupation Request***, scroll to the bottom of that e-form and click on the "Cancel" button.



The status of the last e-form in the e-form group will be the status for the entire e-form group.