

## Transfer-Out Request Form

Students who are received an acceptance letter to transfer to another U.S. college/university must complete the following:

- ☐ Transfer-out Request Form
- ☐ Attach a copy of acceptance letter with the SEVIS school code for transfer

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### **STUDENT INFORMATION:**

Legal Name: \_\_\_\_\_  
Surname/Family Given Names  
CCC ID#: \_\_\_\_\_ Date of Birth (DOB): \_\_\_\_\_  
Month / Day / Year  
Email Address: \_\_\_\_\_  
SEVIS ID: \_\_\_\_\_

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### **TRANSFER INSTITUTION INFO:**

Transfer Term & Year (ex. Fall 2017): \_\_\_\_\_ SEVIS Transfer Release date: \_\_\_\_\_  
College/University name: \_\_\_\_\_ Major: \_\_\_\_\_

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**Are you traveling outside of the U.S. during the break before you attend the transfer college/university?**

- ☐ No.
- ☐ Yes. If yes, you must contact your transfer college/university adviser to in order receive your I-20 before you travel.

By signing below, I am requesting my SEVIS ID number be transferred to the college/university listed above.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date (Month/Day/Year)**

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### **OFFICE USE ONLY:**

**SEVIS School Code:** \_\_\_\_\_

- ☐ Zero Balance
- ☐ In-Status
- ☐ Transfer Date: \_\_\_\_\_
- ☐ DSO Initials: \_\_\_\_\_