

International Student Transfer Out Form



COMMONWEALTH UNIVERSITY

Please read the following information carefully:

1. Notify the Center for Global Engagement of your intent to transfer to a new school. Commonwealth University must update SEVIS of your intent to transfer.
2. Complete and submit this form, along with the transfer request form given to you by the school to which you intend to transfer, along with proof of admission (usually an acceptance letter).
3. The 'new' school will issue a Form 1-20 to you after the release date that you indicate below (provided that you have completed the other admission requirements).

Please note:

- Although you may be applying to multiple new schools, Commonwealth University may indicate only **one** transfer school in SEVIS.
- If you decide to cancel your school transfer, you must notify the Center for Global Engagement **before** your transfer release date - once the transfer release date has been reached, Commonwealth University will no longer have access to your SEVIS record.

Please complete the information below and return it to the Center for Global Engagement:

Last (surname): _____ First: _____ Middle: _____

SEVIS ID: **N**-_____ Student ID: P _____

Name of Transfer School: _____

Transfer School's SEVIS school code: _____

Transfer School Phone: _____ Fax: _____

Date to begin studies at the (new) transfer school? _____

Requested release date (from CU): _____

Please note: The transfer release date will be the day you complete your program or the final day of the last semester that you will be enrolled at Commonwealth University, whichever is latest, unless otherwise requested.

If you are currently pursuing Optional Practical Training, please indicate what date you would like us to release your SEVIS records to the school you will transfer to: _____

Please Note: The transfer release date will be the day you complete your program or the final day of the last semester that you will be enrolled at Commonwealth University, whichever is latest, unless otherwise requested.

Office Use Only

SEVIS updated (date):

_____ Updated by (DSO): _____

Release Date:

_____ Notes: _____