

**TRANSFER-OUT**

INTERNATIONAL STUDENTS WHO ARE ADMITTED TO ANOTHER U.S. INSTITUTION, COLLEGE OR UNIVERSITY MUST REQUEST THEIR SEVIS RECORD TO BE TRANSFERRED TO THE NEW SCHOOL. PLEASE COMPLETE THE FOLLOWING FORM AND SUBMIT IT TO THE UFIC FRONT DESK IN 170 HUB. **YOU WILL RECEIVE AN EMAIL WHEN YOUR TRANSFER IS COMPLETE.**

Last Name	First Name	UFID	Telephone Number
E-Mail	College	Major	Degree Level

If you plan to transfer from University of Florida to another school in the United States, you must notify your International Student Advisor (ISA) of your intent to transfer.

**IMPORTANT NOTES:**

- **YOU MUST ATTACH A COPY OF THE ADMISSION LETTER TO THE NEW SCHOOL**
- **Your SEVIS record can only be transferred to ONE school**
- Your SEVIS transfer release date will be **at the end of the current semester**, unless you can document your need for an earlier release date
- Your new school will not be able to issue you a new I-20/DS-2019 until **after the SEVIS transfer release date**
- Any employment you currently have **must end as of the transfer release date**
- **If you decide to cancel the transfer of your SEVIS record, you must notify your ISA before your transfer release date;** once the transfer release date occurs, ISS will no longer have access to your SEVIS record

**New School Information**

Name of School: \_\_\_\_\_

School Branch Location (if applicable): \_\_\_\_\_

SEVIS Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Transfer Release Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Program Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

I am requesting a "release date" earlier than the end of the current term because: \_\_\_\_\_

***I give permission for ISS to release the information requested on this form.***

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(mm/dd/yyyy)

SEVIS updated on \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_\_ with a transfer release date of \_\_\_\_/\_\_\_\_/\_\_\_\_