



Transfer Out – SEVIS Release Form

U. S. Citizenship and Immigration Services (USCIS) allow a student who has maintained F-1 status to transfer his/her SEVIS record from one SEVIS approved school to another by following the proper procedures as listed in the Code of Federal Regulations. You are required to begin classes at the transfer school in the next available session. There cannot be more than five months between the end of your previous program of study (including OPT) and the start of the new program of study.

This form must be completed in order to request the release of your SEVIS record to another institution along with evidence of admission. WSU will no longer have access to your SEVIS record after the transfer release date, so do not submit this form until you are sure you want to transfer.

Student Last/Family Name First Middle

WSU ID E-mail Address

Phone Number SEVIS ID Number (on I-20)

Transfer School Name

Transfer School SEVIS Code (Required – call transfer school if code unknown)

Transfer Release Date (actual date must be specified) (Usually the last day of current semester - student is no longer authorized to attend WSU after this date)

I understand that transferring to a new school cancels any existing Optional Practical Training, Curricular Practical Training, or Economic Hardship authorization. I have been informed that I may not work on-campus at WSU after my SEVIS transfer release date. I understand that if I have unmet obligations to Wichita State University, my official transcripts will not be released to the above-named school or any other school. Such unmet obligations can include, but are not limited to: short-term loans, traffic fines, library fines, housing fees, provisional admissions, student health obligations or fees, returned check fees, Heskett Center fees, etc. I acknowledge that if I have already pre-enrolled for an upcoming semester, it is my responsibility to withdraw from my WSU classes before established withdrawal deadlines.

IMPORTANT: If you are a Global Select Scholarship recipient, your scholarship will be rescinded as soon as you complete your SEVIS transfer to another institution. If you later return to WSU, you will no longer be eligible for a Global Select Scholarship and you will have to pay standard nonresident rates for tuition.

Signature Date (Signature valid only if hand-written or applied digitally with a time/date stamp) (MM/DD/YYYY)

To determine if you have any unmet obligations, contact Financial Operations at 978-3076.

YOUR SEVIS RECORD WILL NOT BE RELEASED UNTIL THIS COMPLETED FORM IS SUBMITTED TO IE ALONG WITH PROOF OF ADMISSION TO THE NEW SCHOOL