

INTERNATIONAL STUDENT SERVICES
3000 NW 83rd Street
Building S, Room 310
Gainesville, FL 32606
Phone 352-395-5607/Fax 352-395-4484
international@sfcollge.edu



TRANSFER-OUT REQUEST FORM

All F-1 students intending to transfer to another institution in the United States must complete and submit this form to the Office of International Student Services (ISS) or email it at international@sfcollge.edu. The information requested on this form is required by Santa Fe College to release the SEVIS number (I-20) to another institution. Please submit this completed form along with a letter of admission and the transfer-in form from the institution to which you intend to transfer.

Student Information

Last Name	First Name	SFID
E-mail	Degree Level	Major of Study
SEVIS ID Number		

Reason for Transfer-Out (Check all that apply)

- Graduation
- OPT Completion
- Course Availability/Location
- Financial Difficulties
- Academic Suspension
- Other: _____

Are you currently authorized for Optional Practical Training (OPT)? (Circle one) YES NO

Transfer School Information

Name of Transfer School	Campus Location (if applicable)	Transfer School Address
SEVIS School Code	Semester/year of acceptance	Program start date
DSO Name	International Office Phone	

Requested Transfer Release Date ____/____/____ Start Date at New School ____/____/____

Note: The transfer release date will be the end of the current term or session. If you decide to cancel your transfer you must notify the ISS before the transfer release date given. After that date Santa Fe College will no longer have access to your SEVIS record. Be aware that any form of employment, including OPT you might have at Santa Fe College under your F-1 student status must end the same day as your SEVIS release date. Finally, your SF I-20 will no longer be valid for travel after the transfer date. (8 CFR 214.2(f) (8)).

Student's Name: _____ Student's Signature: _____ DATE: _____
(mm/dd/yyyy)