

International Student Transfer-Out Form

If you are in F-1 or J-1 status and you wish to transfer to another school, OIS will need to transfer your SEVIS record to your new school or program. Complete in full the lower part of this page and submit it to OIS through the OIS HelpDesk before you begin your program at the new school. You may also attach a scanned copy of your admission letter if available and/or the new school's equivalent of a "Visa Clearance Form," if requested.

Once OIS "releases" your SEVIS record to another school, we cannot "undo" the transfer and it is difficult and time consuming to get the SEVIS helpdesk to correct it, so please be sure you are fully decided about the school and release date before you tell us. The "release date" (MM/DD/YYYY) you choose will usually be a day between the last day of the semester at NC State (or day you wish to stop working if you are on OPT) and the first day of classes at the new school. Once the release date arrives and your record is transferred to the new school, you may no longer work at NC State (or on OPT) and we can no longer take any action on your SEVIS record.

Last Name: _____

First Name: _____

SEVIS ID: _____

OIS HelpDesk Ticket#: _____

School you are going to: _____

Campus/City: _____

School / EV Program Code (available from the new school): _____

New Int'l Student Advisor: _____

New Int'l Advisor e-mail & phone: _____

Release Date (MM/DD/YYYY): _____

Your e-mail: _____

I hereby request that OIS release my SEVIS record to the school listed above on the requested date. I understand that I may no longer study or work at NC State University (or engage in OPT authorized as part of my program through NC State) on or after this date and that OIS will no longer have access to my record after this date.

Signature: _____

Date: _____