



SEVIS F-1 TRANSFER OUT ACKNOWLEDGMENT FORM

If you wish to transfer from UTRGV to another academic institution you must read the following important information and checkmark the boxes next to each section as an acknowledgment:

How is my SEVIS record transferred to a new school?

Your SEVIS record will be transferred electronically through the federal database known as the Student and Exchange Visitor Information System (SEVIS). Your SEVIS record can only be transferred to ONE school, so you must decide which school you will attend before requesting a transfer.

What does International Admissions and Student Services need to transfer my SEVIS record to another school?

- The attached SEVIS Transfer-Out Form, each section is REQUIRED to be completed
An official letter of admission from the new school
Contact the new school to see if they require a Transfer Verification Form

Do transfer students have to pay the I-901 SEVIS fee again?

No. You are considered a continuing student in SEVIS.

Do transfer students have to apply for a new visa?

No. If your F-1 visa is still valid, you do not need to get a new visa. The notation of the school's name on your visa becomes irrelevant. However, if your visa is expired, you will need to apply for a new F-1 visa before returning to the U.S. after traveling abroad.

How long do F-1 transfer students have to transfer to another school after graduating from UTRGV or after the end of post-completion OPT employment authorization?

Students must have their SEVIS record transferred from UTRGV to the new school within the 60 day grace period following program completion or OPT. Therefore, the SEVIS Release Date that you choose must fall within that grace period.

Once my SEVIS record is transferred, how soon must I begin classes at the transfer-in school?

You must begin classes at the new school within 5 months of your transfer release date, your program completion date, OR your OPT end date.

When must I stop working part-time on campus at UTRGV if transferring to another school?

You are only authorized to work on the campus of the school that holds your SEVIS record. You must end on-campus employment at UTRGV before the SEVIS Transfer Release Date. Once the record has been electronically transferred, you will be ineligible to work at UTRGV.

If I am on CPT or post-completion OPT, when must I stop working?

You must stop working before the SEVIS release date or the end of your CPT or OPT authorization, whichever is earlier.

Can I change my mind about transferring to another school BEFORE my SEVIS Transfer Release Date?

Yes. You will need to contact your advisor at IASS as soon as possible.

Can I change my mind about transferring to another school AFTER my SEVIS Transfer Release Date?

This gets more complicated and can result in a delay in your plans. Contact your advisor \*\*Graduate Students: Please inform your department of your intent to transfer, especially if you have an assistantship.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_



Full Name: \_\_\_\_\_ SEVIS ID# \_\_\_\_\_

Student ID: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

PLEASE COMPLETE THE SECTIONS BELOW, SIGN THE FORM AND RETURN TO OUR OFFICE.

1. Transfer Verification/Confirmation Form from your new school: Please provide us with a Transfer Verification or Confirmation Form from the transfer-in school. We will verify that you are maintaining your F1 status and fax the form to your new school. If you are not in-status, we will ask you to schedule an appointment with your International Student Advisor.

[ ] The transfer verification/confirmation form is attached. [ ] The new school does not require a form.

2. The Letter of Admission from your new school (REQUIRED):

I have been admitted to and plan to transfer to the school named below (Letter of admissions from new school):

School Name: \_\_\_\_\_ First Day of Class: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Term you were admitted: [ ] Fall [ ] Spring [ ] Summer of \_\_\_\_\_

3. Current Work Authorizations: If you are employed, check your type of work authorization and date below.

[ ] I am not currently working [ ] Optional Practical Training Ends: \_\_/\_\_/\_\_\_\_

[ ] Curricular Practical Training Ends: \_\_/\_\_/\_\_\_\_ [ ] On Campus Employment Ends: \_\_/\_\_/\_\_\_\_

4. SEVIS Release Date: You must choose a transfer release date. The release date will generally be the last day of your current semester at UTRGV. If you are employed (CPT, OPT or on-campus), you must end employment the day before the release date that you choose. If you have completed a degree program at UTRGV, make sure that you choose a release date before the end of your 60-day grace period. If you are on post-completion OPT, make sure that you choose a release date before the end of your 60-day grace period. If you plan to travel before starting your studies at your new school, please speak with your international student advisor prior to selecting a SEVIS release date.

Requested SEVIS Release Date Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

I have read and understand the above. The information I have provided is true and accurate:

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_