

## F-1 TRANSFER OUT FORM

Please review the "F-1 Transfer Out Information" sheet before completing this form. When you have completed this form, please return it to the Office of International Services (OIS). Please do not submit this form until you have been fully admitted to your new school, have chosen a specific transfer release date and attached a copy of your acceptance letter to this form.

**SEVIS Transfer Release date:**

Once your SEVIS record has been released to another school, you will no longer be eligible to work on-campus at OSU or on OPT authorized with your OSU I-20. Contact an international student advisor at the new school for information about on-campus work eligibility there. Students who transfer should be starting at the next available term but no longer than a 5 month break in studies is allowed.

Withdrawing from INTO OSU or OSU to transfer to another school during an academic term will result in you receiving a mark of "W" on your academic transcripts for any classes you did not complete. In the future, you may be asked to explain to an immigration official the details of why you received a "W" on your academic transcripts, and it could complicate or compromise any future immigration applications such as applying for a visa or a change of status to another visa type.

Last name _____ First name _____ OSU ID _____ Current U.S. Address, Phone, and Email: Go to <a href="https://ipconnect.oregonstate.edu">https://ipconnect.oregonstate.edu</a> . Click on  . Select 'Biographical Information' and complete Local U.S. Address and Contact Information E-Forms. *You are required to report these updates to SEVIS to maintain your immigration status. Final term enrolled at OSU/INTO OSU (circle):    Fall    Winter    Spring    Summer    Year: _____
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New School Information: _____ School Name _____ City/State _____ Term you will begin at new school (circle one) Fall                      Winter                      Spring                      Summer                      Year: _____
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Date classes start at new school (month/day/year) _____ Do you need to withdraw from classes (circle)                      Yes                      No Did you attach a copy of your acceptance letter (required)?                      Yes                      No
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**\*You cannot proceed with this form without your acceptance letter**

Please indicate when you would like your SEVIS record transferred to your new school (check one)

- Last day of academic term
- Middle of term (requires withdrawal from all classes)                      Date: \_\_\_\_\_
- Final date of assistantship or OPT employment (month/day/year) \_\_\_\_\_
- Other (month/day/year) \_\_\_\_\_
  - o If other please explain: \_\_\_\_\_



**International Programs**

**Office of International Services**

Oregon State University, University Plaza, 1600 SW Western Blvd Suite 130, Corvallis, OR, 97333

T 541-737-6310 | F 541-737-6226 | <http://international.oregonstate.edu> | [ois.student@oregonstate.edu](mailto:ois.student@oregonstate.edu)

- Sponsored students only: I understand that I must notify my sponsor of my departure from INTO-OSU/OSU and obtain approval to attend my new school. I acknowledge that any financial or other sponsorship consequences are my responsibility. Under the terms of our agreement with sponsors, OSU is required to provide departure information to sponsors each term.
- All students: I understand that this form must be complete and an acceptance letter attached to be eligible for a SEVIS transfer to occur. A complete withdrawal from the term will result in all W's on my transcript and an immediate transfer of my SEVIS record

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

**IMPORTANT: a printed acceptance letter is required to get the signatures below**

Please note that signatures below must be collected in order.

International Student Advisor: \_\_\_\_\_ Date \_\_\_\_\_

- |  |     |    |
|--|-----|----|
| • Withdrawal survey needed             | Yes | No |
| • Record has been transferred in SEVIS | Yes | No |

**INTO OSU Students ONLY:**

INTO OSU Finance: \_\_\_\_\_ Date: \_\_\_\_\_

- Checked TSAAREV
- Created cancellation task (if applicable)

INTO OSU Housing: (Only required if you live on campus): \_\_\_\_\_ Date: \_\_\_\_\_

INTO OSU Academic Support/Pathway Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

- Checked banner holds
- Reviewed Learning Center holds
- Checked future term(s) registration (requested drop, if applicable)
- Completed withdrawal survey (if applicable)

**Please submit completed forms to OIS at University Plaza Suite 130 or the ILLC Welcome Desk.**

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**Office of International Services ONLY**

Transfer release date \_\_\_\_\_ OIS initials \_\_\_\_\_

Date entered in SEVIS \_\_\_\_\_ Date of Withdrawal \_\_\_\_\_