



INTERNATIONAL CENTER

TRANSFER-OUT NOTIFICATION

In order to transfer from UNF to another educational institution you must complete part A, have the Designated School Official (DSO) of the school to which you are transferring complete part B, and return this form to the UNF international student adviser. UNF will transfer your SEVIS record (I-20) to the new school on or after the release date indicated below.

A. To be completed by student

Family name _____ First name _____

UNF Student ID number _____

I intend to transfer to _____
Name of institution

My anticipated release date is _____

NOTE: Your release date will be the completion date of the current semester (or the date of expected transfer if earlier than the established academic cycle). You may cancel the transfer request at any time prior to the release date by notifying the UNF international student adviser. After that date UNF will no longer have access to your SEVIS record and will not be able to cancel the transfer request.

After the release date the international student adviser at the school to which you are transferring will complete the transfer and issue a new SEVIS I-20 to you. Within 15 days of the program start date listed on the new I-20 you must contact your new international student adviser.

Signature _____ Date _____

B. To be completed by the DSO of the institution to which you are transferring

Name of institution

SEVIS school code

The student named above has been admitted to this institution beginning _____
Start date

Please transfer the student's SEVIS record on the anticipated release date.

Name of DSO Signature Date