



# SEVIS Transfer Out Form for F-1/J-1 Students

This form is to be completed by international students who are transferring out of Kutztown University to another educational institution in the U.S. Transferring out of KU, whether to pursue an advanced degree or to change schools before completing your degree program, requires the International Student Advisor to officially move your SEVIS record to the new college or university. You must provide an acceptance letter and any forms required by the new school with this form to complete your SEVIS record transfer request.

The SEVIS transfer must happen no later than 60 days after you complete your degree program or the OPT end date on your EAD card for F-1 students. J-1 students must request a SEVIS record transfer no later than 10 days before the completion/end date listed on the DS-2019. Your SEVIS record can only be transferred to one college or university, which will issue a new I-20 or DS-2019. SEVIS transfer is only permitted for students who have maintained F-1 or J-1 legal status and have fulfilled all obligations at KU.

Authorization for employment including on-campus employment, economic hardship, CPT, OPT, and Academic Training, ends when your SEVIS record is released by KU to your new college or university. KU will not be able to access your SEVIS record or issue I-20/DS-2019 forms after this date.

## Student Information

Name: \_\_\_\_\_ KU ID: \_\_\_\_\_

(PLEASE PRINT) Last First Middle

Phone: \_\_\_\_\_ KU email: \_\_\_\_\_

Current U.S. Address: \_\_\_\_\_  
Street City State Zip

SEVIS ID: \_\_\_\_\_

## Transfer-In College/University Information

Name of college/university you will attend (transfer-in school): \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

College/university SEVIS school code: \_\_\_\_\_

Date you want KU SEVIS record released: \_\_\_\_\_ Start date at transfer-in school: \_\_\_\_\_

## Read and Sign

I have already been admitted to and I will attend the school listed on this form. I authorize Kutztown University to release my SEVIS record to the transfer-in school listed on this form. I understand that my SEVIS record can only be released to one school and upon its release, KU cannot allow me to re-enroll at KU unless the transfer-in school is willing to transfer me back to KU.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_