

# SEVIS TRANSFER REQUEST FOR F-1 STUDENTS

INSTRUCTION TO APPLICANT (PLEASE PRINT): Please complete the following information and then submit this form to the International Student Advisor at your current school.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Current Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please release the requested information to the University of Redlands – Main Campus: LOS214F00344000.

Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_

# THIS SECTION IS TO BE COMPLETED BY YOUR CURRENT SCHOOL

The student named above has applied for admission to the University of Redlands. Before we issue a SEVIS I-20, we need the following information:

1. Is your institution a SEVIS institution?  Yes  No

2. Does the student have a SEVIS I-20?  Yes SEVIS No. \_\_\_\_\_\_\_\_\_\_\_\_\_  No

1. Is the above named student currently in F-1 status at your school?  Yes  No
2. What date did the student enter your institution? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Has the student maintained full-time status at your institution?  Yes  No
4. Has this student ever had OPT?  Yes  No
5. Has the student met all of her/his financial obligations?  Yes  No
6. What is the student last day of attendance at your school? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Are there any special circumstances regarding this student’s status?  Yes  No

If yes, please explain on the back of this form.

The undersigned Designated School Official (DSO) completed this form for the above named student. Further, the

DSO acknowledges this student intends to transfer to the University of Redlands and has been entered into SEVIS as a

“transfer out”.

The release date for the transfer is \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Print Name (DSO) Signature Date

We appreciate your time in answering these questions and returning the form to us. The completed form may be

returned to the student to be returned to the University of Redlands by mail or e-mail to:

Office of International Students and Scholars

University of Redlands

1200 E. Colton Avenue, P.O. Box 3080, Redlands CA 92373-0999

[oiss@redlands.edu](mailto:rebecca_freeland@redlands.edu)