



GRADUATE SCHOOL  
INTERNATIONAL GRADUATE STUDENT SERVICES

# SEVIS TRANSFER OUT FORM

For international graduate students transferring to another school or from NCR campus to Blacksburg

Complete this form to request the release of your F-1 SEVIS record to another U.S. academic institution or to the Blacksburg campus from the National Capital Region campus.

Please note:

1. A SEVIS record can be released to only ONE school/institution.
2. You affiliation with Virginia Tech or VT-NCR ends when your record is released to the new school/campus.
3. All employment, including Optional Practical Training, must end on or before the release date of your SEVIS record.

**STUDENT INFORMATION:**

\_\_\_\_\_  
Last/Family Name                      Given Name                      Middle (if applicable)                      Last 4 digits of VT Student ID #

Are you currently employed on campus at Virginia Tech?    Yes    No                      Are you on OPT?    Yes    No

When does your employment end? \_\_\_\_\_

SEVIS Release Date (mm/dd/yy)   \_\_\_\_/\_\_\_\_/\_\_\_\_                      Date of graduation or last date of attendance \_\_\_\_\_

**INFORMATION ABOUT SCHOOL/CAMPUS TO WHICH YOU ARE TRANSFERRING:**

SEVIS School Name \_\_\_\_\_                      Campus \_\_\_\_\_

School Code # in SEVIS \_\_\_\_\_

Name of School Contact \_\_\_\_\_                      School Contact Phone \_\_\_\_\_

School Fax \_\_\_\_\_                      School Contact Email \_\_\_\_\_

Expected Start Date at New School \_\_\_\_\_ (attach acceptance letter to this request)

I authorize my International Student Advisor to release my F-1 SEVIS record to the above-named school or campus. I understand that I cannot work on or off campus after my SEVIS record has been released. I'm aware that once the release date has passed, IGSS no longer has access to my SEVIS record.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date