



SEVIS Transfer Release Form for F-1 Students

F-1 students requesting a transfer of their SEVIS record must complete Section 1 and give the form to your Designated School Official (DSO)/International Student Advisor to complete Section 2.

Please submit a copy of your most recent I-20 along with this completed form to tony.marotta@elmhurst.edu

You must complete a SEVIS Transfer Release Form from Elmhurst if you already have F-1 status and are:

- Currently enrolled at or recently graduated from a U.S. school
- Currently in your period of Optional Practical Training (OPT) or recently completed your OPT

Note: You must request the transfer of your SEVIS I-20 record from your previous school to occur **within 60 days** of completion of your studies or your OPT.

Section 1 (to be completed by Student)

Last Name	First Name	Middle Name (if applicable)
Country of Birth	Date of Birth	Citizenship
E-Mail	Phone Number	
Intended Term Start at Elmhurst University: <input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____ <input type="checkbox"/> Summer 20____		
I have dependents (child/spouse) in the US in F-1 visa status: <input type="checkbox"/> Yes <input type="checkbox"/> No		
I verify that the above information is accurate and hereby authorize the Designated School Official (DSO) of my current school to release my SEVIS record to Elmhurst University.		
Student's Signature		Date

Section 2 (to be completed by Designated School Official (DSO)/International Student Advisor):

SEVIS Release Date	SEVIS ID Number
Confirmation that SEVIS record has been released to: <input checked="" type="checkbox"/> Elmhurst University CHI214F11150000	
<input type="checkbox"/> This student is in lawful F-1 status and is/was enrolled in a full course of study until (date): _____ <input type="checkbox"/> This student completed degree requirements/received a degree: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> This student is out of status and must file for reinstatement to regain lawful F-1 status (explanation and date of status loss): _____	
<input type="checkbox"/> This student is in their period of Optional Practical Training (indicate begin/end dates): _____ <input type="checkbox"/> This student has previously received approval for a Reduced Course Load (RCL) in SEVIS: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate the student's program level and dates for each RCL: _____	
DSO Printed Name	DSO Signature
School Name & Address	Date
Email	Phone

Office of Admission

190 Prospect Avenue (630) 617-3400 phone
 Elmhurst, Illinois (800) 697-8178 phone
 60126-3296 (630) 617-5501 fax

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