

## F-1 SEVIS Transfer Out Request

The transfer of your SEVIS record must be done no later than 60 days after the last day of enrollment or end date of OPT.

**\*J-1** students must speak to a BIO advisor about transfer **before** the last day of their enrollment or end of Academic Training.

For more information about Transfer Out, see our website: [http://internationaloffice.berkeley.edu/students/current/transfer\\_out](http://internationaloffice.berkeley.edu/students/current/transfer_out)

### Submit this completed form to Berkeley International Office with:

- A copy of your **official Admission letter** to your new school.
- Transfer In or Transfer Verification Form from your new school (if applicable).
- If currently on OPT or OPT/STEM, be sure that all of your current and prior employment information is up-to-date in the SSU Hub <https://io.berkeley.edu> **before** submitting your transfer request

### Student Information

Family/Last Name:	Given/First Name:
Birth Date (MM/DD/YY):	Student ID:
Email address:	Telephone:
Last Date Enrolled at UCB or last date of EAD:	End Date of current I-20 (MM/DD/YY):

### New School Information

Name of new school, including campus:	
New School SEVIS Code (if unsure, check with new school's international office):	New Program Start Date (Start of classes):
New School International Office Phone or Email:	

### SEVIS Transfer Release

Requested SEVIS Release date* (MM/DD/YY):	<i>*see below for more information</i>
Are you currently employed either on or off-campus? <input type="checkbox"/> No <input type="checkbox"/> Yes (see question on right ->)	If yes, last date of employment* (MM/DD/YY): <i>*All employment authorization will end on SEVIS Release Date</i>

**What is the SEVIS release date?** It is the date when your F-1 immigration record is transferred to your new school. On this date, your new school will have access to your F-1 SEVIS record and be able to start issuing your new I-20.

**How do I choose my SEVIS release date?** *Earliest release date* is 5 business days after you submit a complete request to BIO.

- If you are a current student: usually **one day** after the end of the current semester at UC Berkeley.
- If you are on OPT: usually **one day** after your last date of employment.
- If you are in your 60-day grace period (after final semester or OPT has ended): usually, as soon as possible (*3 bus. days*)

### Student Certification

- I have been accepted to the school named above and understand that Berkeley International Office will release my SEVIS record electronically to the new school on the requested release date.
- If I wish to *change* my Transfer Release Date, I must contact Berkeley International Office *before* the date I have requested above.
- I understand that my UC Berkeley I-20 will no longer be valid and Berkeley International Office can no longer make changes to the record once my SEVIS record is released.
- All employment authorization will end on the Transfer Release Date.
- I must work with my new school to get my new I-20.

**Student Signature:**

**Date:**