

Illinois Institute of Technology

International Center
3300 S. Federal St.
Main Building Room 405
Chicago, IL 60616
Phone: (312) 567-3680
Fax: (312) 567-3687

SEVIS Transfer Out of IIT F-1 students

07/07

Eligibility:

- Valid F-1 status at IIT.
- Enrolled as a full-time student at IIT or Reported to the International Center (new students only). Students on OPT must provide a copy of their EAD.

Procedures:

- Admission to study at another U.S. University (please provide letter).
- Meet with an International Advisor at the International Center to discuss your intent to transfer and to which school. Agree on a SEVIS release date that is suitable for IIT and your new school. Complete back of this form.
- Completion of new school's transfer form and any other procedures.
- Withdraw from all of your classes at IIT (if enrolled) and pay all outstanding balances due to IIT.
- Undergraduate students: Complete Official Withdrawal Form in the Office of Educational Services.
Graduate students: officially withdraw from IIT by submitting Form 217 to the Graduate College.
Stuart Business students: please complete the Withdrawal form with the Registrars office at the Stuart School of Business.
- Report to the International Office at the new school and notify them that you should be issued a "Transfer Pending" I-20 with the same SEVIS ID number.

Reminders

- Please note: this is a transfer of your immigration status, not your academic credits.
- Once your SEVIS record has been released to the new school, on-campus employment is no longer permitted at IIT.
- If you have plans to travel outside the US during this transfer, this may affect the release date chosen on the reverse side. Please discuss your travel plans with the International Center.
- If you decide not to transfer, you must inform the International Center prior to the SEVIS release date.

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TO BE COMPLETED BY TRANSFERRING STUDENT (Please PRINT clearly)

Last Name: _____ First Name: _____

Student ID #: _____ Student's SEVIS ID #: _____

Current E-mail Address: _____

Transferring from the Illinois Institute of Technology to:

SEVIS Release Date Requested by the Student (month/day/year): _____

By signing below, I authorize the International Student Advisor to release my record in SEVIS from IIT to the new school of my choice indicated above. I understand that my SEVIS record will be automatically transferred to the new school on the release date and IIT will no longer have access to my SEVIS record after that date.

Student's Signature: _____ Date: _____

ADVISOR NOTES: