

May 31, 2017

SEVIS Transfer-Out Information Qs and As

Students who wish to transfer their SEVIS records from Randolph College to a new U.S. school must fill out the form below and submit it to the ISS office. Attach a copy of your new school's letter of admission. Do not submit this form until you are certain which school you will attend.

Note: this is a transfer only of your immigration (SEVIS) record and *not* of your academic record.

I'm considering a few grad schools. Can the ISS office transfer my SEVIS records to all of them? No. Your SEVIS record can be transferred to ONE school only, so decide which school before you request the record transfer.

Do I have to pay the I-901 SEVIS fee again?

No, because you are considered a continuing student in SEVIS.

Do I have to apply for a new visa?

No. If your F-1 visa is still valid, you do not need to get a new visa. The school's name on the visa is irrelevant. However, if you travel abroad and your visa is expired, you will need to apply for a new F-1 visa before returning to the U.S.

How long after graduation or OPT do I have to transfer to another school?

SEVIS records must be transferred from Randolph to the new school within the 60 day grace period following program completion or OPT. The release date you choose must fall within that grace period.

After my record has been transferred, how soon must I begin classes at the new school? Within 5 months of the transfer release date, your program completion date, or your OPT end date, whichever is earlier.

May 31, 2017

If I have a campus job, when must I stop working?

Stop working before the SEVIS transfer release date. You are authorized to work only on the campus of the school that holds your SEVIS record. When your SEVIS record has been electronically transferred, you will be ineligible to work at Randolph.

If I am on CPT or post-completion OPT, when must I stop working?

Stop working before the SEVIS transfer release date or the end of your CPT or OPT authorization, whichever is earlier.

Can I change my mind about transferring my SEVIS records before the release date? Yes. Contact the ISS office at Randolph as soon as possible.

How do I notify the ISS office at Randolph that I wish to transfer?

Fill out the form below.

May 31, 2017

SEVIS Transfer-Out Form

Fill out this form and send it to Prof. Goulde in the ISS office at Randolph College. Quickest way: scan and email it to ngoulde@randolphcollege.edu

Also, attach a copy of your Admissions letter (or forward your acceptance email) from the new ‘transfer-in’ school.

Name of Student:

Email address: _____

Name of new “transfer-in” school (be specific if there are branch campuses):

City and state _____

SEVIS Release Date:

Month day year

Student’s Signature _____

Date signed _____