



INTERNATIONAL STUDENT SERVICES TRANSFER OUT REQUEST FORM

Instructions: If you are transferring from the College of Central Florida to another institution, please complete this form.

Please attach the acceptance letter from the institution you intend to transfer.

Return completed form to CF International Student Services Office in order for your SEVIS/I-20 record to be released to another institution.\*

STUDENT INFORMATION

CF ID No.: \_\_\_\_\_ SEVIS No.: \_\_\_\_\_

Legal Name: \_\_\_\_\_ Last First

U.S. Telephone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

REASON(S) FOR TRANSFER: (Check all that apply.)

- Graduation, OPT Completion, Institution Location, Lack of Course Availability, Academic Difficulty, Financial Difficulty, Lack of On-campus Employment Opportunities, Lack of 2+2 Transfer Options, Lack of Scholarships, Other: (Please explain.)

TRANSFER SCHOOL INFORMATION

Name of Transfer School: \_\_\_\_\_

School Address: \_\_\_\_\_ Address City State Zip Code

Telephone No.: \_\_\_\_\_ Fax No: \_\_\_\_\_

Semester of Acceptance: \_\_\_\_\_

Requested Transfer Release Date: \_\_\_\_\_ Start Date at New School: \_\_\_\_\_

\*Note to Student: Please be advised that if you are applying to multiple schools, CF can only designate one transfer school in SEVIS. The transfer release date will be at the end of the current semester. Any current on-campus employment will also need to conclude the same day as your SEVIS release date. If you decide to cancel your transfer request, you must do so before the transfer release date as CF will no longer have access to your SEVIS record after that time.