



INTERNATIONAL STUDENTS

**TRANSFER OUT OF PURDUE UNIVERSITY CALUMET:**

F-1 students who are transferring out of Purdue University Calumet to another U.S. educational institution which is activated in SEVIS (Student & Exchange Visitor System), you must first notify the Purdue University Calumet International Student & Scholar (ISS) office of your intent to transfer by completing section A below. After receiving your completed form, an immigration counselor in ISS will determine the appropriate 'release date', list that date in section B below, and fax this form to the new school to which you intend to transfer to. ISS will also update your SEVIS record as a 'transfer out' and indicate in the system the release date and the school to which you will transfer too. The release date will normally be the end of the current semester.

Students wishing to cancel a transfer request must notify the ISS office of such change prior to the release date. Once the release date is reached, the new school to which you intend to transfer will gain full access to your SEVIS record and is then responsible for administering your program. The new school will then be able to issue you a new transfer I-20/DS-2019. You will need to contact the staff handling international student issues at the new school about completing the required transfer procedures. Simply receiving the new school's I-20/DS-2019. You will need to contact the staff handling international student issues at the new school about completing the required transfer procedures. Simply receiving the new school's I-20/DS-2019 form does not complete the transfer process.

**RELEASE REQUEST:**

- A) To be completed by students with a Purdue University Calumet-issued SEVIS I-20/DS-2019 who are transferring from Purdue University Calumet to another educational institution in the United States.

Name of Student: \_\_\_\_\_  
Last (Family) First Middle

Purdue University Calumet Student ID: \_\_\_\_\_ SEVIS ID: \_\_\_\_\_

Date you will complete your studies at Purdue University Calumet: \_\_\_\_\_  
Month/Day/Year

Name of new school you will attend: \_\_\_\_\_

Date you will begin studies at new school: \_\_\_\_\_  
Month/Day/Year

Fax number for the International Office at the new school: \_\_\_\_\_

Student's signature: \_\_\_\_\_ Date signed: \_\_\_\_\_  
Month/Day/Year

B) To be completed by Purdue University Calumet ISS office: DSO Name: \_\_\_\_\_  
SEVIS Release Date: \_\_\_\_\_ DSO Signature: \_\_\_\_\_  
Month/Day/Year  
Add copy to student file after completing this section.