California State University, Monterey Bay

F-1 Student Transfer-Out Request Form

Important information to help you keep your legal F-1 status during transfer process:

- You may choose only one 'transfer school'; therefore, wait until you have been accepted to the new institution and have decided to attend that school before requesting a transfer.
- You may transfer your F-1 status at the end of your current semester of enrollment, upon completion of studies, or during/after finishing OPT. You may transfer during your post-completion 60-day grace period.
- To be eligible for a transfer, you must be maintaining valid F-1 status.
- You must begin studying at your new institution within five months of completion of study CSUMB or end of OPT.
- You will choose a 'transfer release date' on which your SEVIS record will be moved to the new school. Your new institution can only issue you a new I-20 after the transfer release date.
- If you decide to cancel your transfer, change the release date, or transfer to a different institution, you must notify the International Programs Office before your transfer release date. Once the transfer release date has been reached, CSUMB will no longer have access to your SEVIS record.

Checklist of required documents:

- Copy of admission letter from new institution

Student Information:

Last Name:	First Name:	CSUMB ID:
Email:	Phone:	Telephone:
U.S. Address:		

Transfer Information:

Transfer School Name:	City:	State:
SEVIS School Code of transfer school:	Transfer School International Advisor email address:	
First day of classes at new school: (mm-dd-yyyy)	Requested transfer date: (mm-dd-yyyy)	

I authorize the transfer of my F-1 SEVIS record as indicated above.

Student Signature:	Date:

international@csumb.edu | Ph: 831.582.4778 | Fax: 831.582.3314

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California State University MONTEREY BAY International Programs

100 Campus Center Bldg 201, Suite 207
Seaside, CA 93955