

SEVIS Record Transfer Request

All students currently in F-1 status at any type of institution (college, university, intensive English institute) in the U.S. who plan to transfer to the University of Idaho must complete the transfer procedure through SEVIS. Complete this form and return by fax or mail to the Graduate Admissions Office at the University of Idaho.

Transfer Procedure:

1. Receive admission to the University of Idaho,
2. Notify your current school of your intentions to transfer,
3. Complete Part I of this form (only after you have been admitted and choose to attend UI),
4. Have an international student advisor at your current institution complete Part II,
5. After you and your current school have determined the date to have your SEVIS record electronically released to the University of Idaho, promptly return this form,
6. After the release date, the University of Idaho will produce an I-20.

Part I: To be completed by the student

Please complete Part I of the form, sign and submit to the international student office at your current school.

Name: _____
Family Given Middle

Semester and year you intend to begin classes at the University of Idaho:

☐ Fall ☐ Spring ☐ Summer _____
Year

Will you travel outside of the U.S. between attendances at the two schools? ☐ Yes ☐ No
If yes, please consult your current advisor to determine if it is best to delay your release date until after you return.

I authorize my current institution to provide the information requested in Part II of this form to the University of Idaho, Graduate Admissions Office.

Student Signature: _____ Date: _____

Part II: To be completed by International Student Advisor

Has the student maintained a valid F-1 status while attending your Institution? ☐ Yes ☐ No

If no, please explain: _____

Did the student receive approval for a reduced course load? ☐ Yes ☐ No

If yes, for what reason(s): _____

Did the student receive any practical training? ☐ Yes ☐ No

If yes, state the type, whether authorization was full-time or part-time and the program level and dates: _____

Release Date: _____ Release record to **University of Idaho**

Please refer to the **Campus** selection on the Letter of Admission to determine the appropriate School Code:

Moscow:	SEA214F10060000	Boise:	SEA214F10060001
Coeur d'Alene:	SEA214F10060002	Idaho Falls:	SEA214F10060003

Printed Name

Signature

Title

Email

Name of School

Phone number Fax Number

Graduate Admissions Office, University of Idaho
875 Perimeter Drive MS 3019, Moscow ID 83844-3019
Phone: 208-885-4001 Fax: 208-885-4406 Email: graduateadmissions@uidaho.edu