



SEVIS Record Transfer-Out Request from CU Boulder to another School

If you are leaving CU Boulder to attend another academic institution in the U.S., you must request the transfer of your SEVIS record to the new institution.

To complete the transfer-out process, you must submit the following documentation to ISSS:

- Completed SEVIS Record Transfer-Out Request (*this form*)
- Official proof of admission to the new school

If applicable:

- SEVIS Transfer-In Form from the new school

You may also have to submit a [Withdrawal Form](#) to the Registrar's Office for the semester in which you wish to withdraw.

- This is typically required if you have already registered for classes for the withdrawal semester and you are unable to drop the classes in MyCUinfo because it is past the first drop deadline.

SEVIS Transfer Information

F-1 Students: You must begin your studies at the transfer school at the next available term or within 5 months of your last date of attendance at CU Boulder or OPT authorization end date, whichever is sooner.

J-1 Students: To transfer your SEVIS record, you must be in valid J-1 status with a future DS-2019 end date and either currently enrolled at CU Boulder or engaged in Academic Training. There cannot be a change of educational objective, reverse matriculation, or a gap between when your CU Boulder program ends and your new program begins.

Your SEVIS record transfer-out date is the date when the new school would be able to issue an I-20 or DS-2019 for your new program

ISSS can only cancel your SEVIS record transfer request prior to the requested transfer-out date. If you decide to attend a different school or to remain at CU Boulder, you will have to work with the school your SEVIS record was transferred to in order to obtain another SEVIS record transfer to the school you will attend.

Students who register for classes for any given semester are obligated to pay full tuition and fees for that semester unless they officially withdraw or drop all of the classes they are enrolled in by the specified deadlines.

- Please review the information about [withdrawing from CU Boulder](#) on the Registrar's website and be sure to complete all required University procedures.

Failure to officially drop all classes or withdraw from CU Boulder may result in being charged full tuition and fees for the semester of the SEVIS record transfer or the semester following the SEVIS record transfer.

SEVIS TRANSFER INFORMATION

Student Name: _____ Student ID # _____
First Name LAST Name

SEVIS ID #: N _____

- Indicated on the top left corner of p.1 of your I-20
- Indicated in the top right corner of your DS-2019

End Date of your Current I-20/DS-2019: _____

I am Currently: A CU Boulder Student Authorized for OPT or Academic Training

Transfer School Name: _____

Transfer School Campus or City: _____

SEVIS School Code (F-1 Student) / Program Number (J-1 Student) of New School:

Contact the international student advisor or admissions counselor at your new school for this

First Day of Classes at New School (Month/Year/Date): _____

SEVIS Record Transfer-Out Date (Month/Year/Date): _____
Date you would like your SEVIS record released to the new school

Exit Survey

ISSS is committed to improving the quality of services at CU Boulder. If you would like to provide feedback on your experience at CU Boulder and with ISSS please complete our [ISSS Exit Survey](#). All responses are anonymous.

Attestation

I have read and understood the SEVIS transfer-out information and understand that I am responsible for completing the official CU Boulder withdrawal process with the Registrar's Office, if applicable.

I authorize CU Boulder's International Student and Scholar Services to complete my attached Transfer-In Request Form (if applicable) and to release my SEVIS record to the new school as indicated above.

Student Signature

Date