



**SEVIS RELEASE  
AUTHORIZATION  
FORM**

**Transfer out Form**

**TO BE COMPLETED BY STUDENT:** (Please Print Clearly)

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

Student ID #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

SEVIS ID #: \_\_\_\_\_

I request that the office of International Services at Eastern Mennonite University release my F-1 student record in SEVIS (Student and Exchange Visitor Information System) to the school noted below on the specified date.

I understand that once the transfer is completed in SEVIS Eastern Mennonite University will not be able to make changes or access my SEVIS record. All SEVIS processing will then be the responsibility of the new school.

Release SEVIS record to: \_\_\_\_\_  
(Name of Transfer College)

Release on this date: \_\_\_\_\_

\_\_\_\_\_  
Student Signature Date

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**International Student Advisor only**

Date record was released in SEVIS: \_\_\_\_\_

Transfer Eligibility Form requested by school?	Yes	No
If yes, was it completed?	Yes	No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_