

## SEVIS TRANSFER FORM

### Evergreen Valley College (EVC) SEVIS School Code: SFR214F00283000

According to 8 CFR 214.2 (f)(8)(i), in order to transfer to a new school, you must have been continuously enrolled as a full-time student at your present school or have been reinstated to student status by the Bureau of Citizenship and Immigration Services. **Before International Student Program (ISP) Office can issue you a new I-20, your prior school must release your SEVIS record to Evergreen Valley College.** In order to facilitate this process, please have the foreign student advisor at your present school complete this form. Once completed, the advisor should mail, fax or e-mail the form directly to the International Student Program (ISP) Office using contact information provided at the bottom of this form

#### Part A: To be completed by Student:

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

SEVIS Number: \_\_\_\_\_

*I authorize a school official at my current school to provide Evergreen Valley College International Student Program (ISP) Office with the information requested below.*

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

#### Part B: To be completed by a Designated School Official (DSO) at last school attended:

Name of Institution: \_\_\_\_\_

Address of Institution: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_

Is this student's current SEVIS record in good, active standing?  YES  NO

If "NO" please explain: \_\_\_\_\_

Does the student have any outstanding financial obligation at your school?  YES  NO

If "YES", please explain: \_\_\_\_\_

SEVIS Release Date: \_\_\_\_\_

**\*IF SEVIS record is "completed" or "terminated" please DO NOT transfer unless authorized by EVC DSO.**

Name & Title: \_\_\_\_\_

Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return by email or fax: [international@evc.edu](mailto:international@evc.edu) or fax: (408) 274-7567.