CENTER FOR INTERNATIONAL EDUCATION

Center For International Education
865.974.3177
1620 Melrose Avenue
Knoxville, TN 37996-3531
http://international.utk.edu

Request to Transfer Out to Another University

NOTE:

- *International students who intend to transfer from UT to another university must complete this form before UT will transfer their SEVIS record to another university. Please be advised that no other school will be able to issue your new I-20 until UT has released your SEVIS record.* ***Your SEVIS record will not be released until you turn in this form, completed and signed along with an acceptance/admission letter from the university where you intend to transfer.***

Name _____ **UT ID** _____
Family/Last *Given/First*

UT e-mail _____ **SEVIS ID#** _____

Current degree level *(please check one)*: ☐ **Bachelor's** ☐ **Master's** ☐ **Doctorate**

Please answer ALL of the following question(s):

I have been admitted to attend: Name of School _____

Address _____

City, State, Zip Code _____

For which semester *(check one)*: ☐ Fall ☐ Spring ☐ Summer Year _____

My last term of enrollment at UT will be: ☐ Fall ☐ Spring ☐ Summer Year _____

Please check the appropriate box:

☐ I am graduating from UT and will be beginning a new degree program at the new university.
Graduating UT with: ☐ Bachelor's ☐ Master's ☐ PhD Major: _____

☐ I am leaving UT and will be completing my current program at the new university.

☐ I am currently on Optional Practical Training. My last day of employment is _____
(mm/dd/yyyy)

Do you hold a Graduate Assistantship? ☐ Yes ☐ No If yes, my assistantship will end on _____
(mm/dd/yyyy)

****Note: Once the transfer effective date has been reached, you are no longer allowed to work at The University of Tennessee, Knoxville, as you will then no longer be in our SEVIS database.***

I give permission to The University of Tennessee, Knoxville to release my SEVIS record to the above named school. I certify that the information provided on this form is true and correct to the best of my knowledge.

Student Signature _____

Date _____/_____/_____

If you have questions, please contact CIE at (865) 974-3177.

For CIE Use Only

Holds: □ Yes □ No **Date Cleared:** _____
Updated in Access: □ Yes □ No
Release Date:
_____
SEVIS Release Date Set: □ Yes □ No
Full-Time Enrollment: □ Yes □ No
Notes: