

## TRANSFER FORM

If you plan to transfer from Eastern Oregon University (EOU) to another school in the United States, you will need to complete this form to notify EOU, of your intent to transfer. Upon receipt of your completed form and a copy of your letter of acceptance, the International Student Advisor will process a “transfer out” for you in the Student and Exchange Visitor Information System (SEVIS).

*If you decide to cancel your school transfer, you must notify the International Student Advisor prior to your transfer release date. Once the transfer release date has been reached, EOU will no longer have access to your SEVIS record.*

**Please complete this form and return it to your International Student Advisor, Inlow Hall 109E.**

NAME: (Please Print) \_\_\_\_\_  
(Last/Family Name) (First Name)

EOU Student ID: \_\_\_\_\_ Email: \_\_\_\_\_

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

Final term of study at EOU:  Fall  Winter  Spring  Summer 20\_\_\_\_

\_\_\_\_\_  
 Name and Address of Transfer Institution Phone

\_\_\_\_\_  
 Name and Title of Designated School Official

### Student Signature Required

I authorize EOU to release my SEVIS record for transfer to the above names school on (date): \_\_\_\_\_.

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

*The student's SEVIS record should be released to **Eastern Oregon University – Poo214F00004000***

<b>FOR OFFICE USE ONLY</b>		
SEVIS updated on _____	by _____	with a transfer release date of _____
<small>(mm/dd/yyyy)</small>	<small>(School Official)</small>	<small>(mm/dd/yyyy)</small>

*Updated 6/8/12*