Transfer Clearance Form

International Services

This form is for F-1 students currently studying in the United States who have been accepted into a degree seeking academic program at the University of South Florida (USF) and have decided that they will attend USF. Please complete this section and submit the form to the international student office at your current school. A Designated School Official (DSO) should complete the school section of this form and return the form to our office.

- Please thoroughly discuss the SEVIS transfer process and current immigration status with your international student office.
  - You must have your SEVIS record transferred from your current institution to USF in order to receive your USF I-20.
  - **Once your SEVIS record has been released to USF, your previous institution will no longer have access should you change your mind.**
- Optional Practical Training (OPT) automatically ends on the **transfer release date** to USF.

STUDENT INFORMATION

USF ID Number: _____

Last/Family Name **First/Given Name** **Middle Name**

Current U.S. Mailing Address (No P.O. Box):

House/Apt. #, Street Name **City** **State** **ZIP**

Phone **E-mail**

Semester of Acceptance at USF (Indicate year): Fall_____ Spring_____ Summer_____

***Note:** Summer starts must also enroll full-time to maintain F-1 status

Campus of Acceptance at USF (check one):

- ☐ University of South Florida – **Tampa** (MIA214F00043000)
- ☐ University of South Florida – **Sarasota-Manatee** (MIA214F00043001)
- ☐ University of South Florida – **St. Petersburg** (MIA214F01621000)

Will you be traveling outside the U.S. before starting at USF? (circle one): Yes No **If yes, departure date:** _____

NOTE: By signing, you grant permission for the requested information to be sent to USF.

_____ _____

Signature **Date**

SCHOOL SECTION

This section must be completed by a Designated School Official (DSO). Please submit form by mail or fax to the address listed below. All students accepted into degree seeking programs at USF receive an official acceptance letter.

Please do not transfer the student's SEVIS record to our office without confirming official acceptance.

Current Immigration Status:

I-20 End Date/Expiration: _____ Student in grace period? (circle one): Yes No

Student attendance at your institution: Start Date: _____ End Date: _____

***Please take note of campus of acceptance and transfer SEVIS record accordingly.**

Student Immigration Status (check one):

- ☐ This student is in status and eligible to transfer according to 8 CFR 214.2(f)(8)(i)
- ☐ This student is out of status. SEVIS Termination Date: _____
  Reinstatement filed on: _____

Authorized Employment: CPT Dates: _____ OPT Dates: _____

SEVIS ID #: _____ **Release Date:** _____/ _____/ _____

Name & Title of Official **Signature** **Date**

Name & Address of Institution

E-mail **Phone** **Fax**

International Services, University of South Florida
4202 E. Fowler Avenue, CGS101, Tampa, FL 33620

internationalservices@iac.usf.edu
http://global.usf.edu/isss

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Phone: 813-974-5102