



# International Student Transfer-Out Form

**If you want to transfer to another school you must:**

1. Apply and get accepted to another school. You may be applying to many schools, but your SEVIS record can only be transferred to one school. Do not complete this form if you have not been accepted to the school of your choice, or if you have not decided yet which school you will transfer to.
2. Read, fill out this form completely, and return it to the International Admissions Evaluator.

**Important:**

To be eligible to transfer, you must be in status and making normal progress in your studies.

Your transfer release date will be the end of the current quarter unless otherwise requested. The new school cannot issue a new I-20 until the transfer out date is reached. If you change your mind and decide to remain at MHCC for another term or you want to change transfer schools, you must contact the International Admissions Evaluator before your release date. After this release date, MHCC will no longer have access to your SEVIS record and you will need to attend the new school or return home.

**Please complete the following information and return it to the International Admissions Evaluator:**

**Student Information**

Today's Date	MHCC ID
Last Name	First Name
Home Phone	E-mail
Last Term Attending at MHCC	

**New School Information**

School Name	
School Address	
School Phone	School Fax
New Program Start Date	

**Do you need a transfer release date before the end of the current quarter?**

**Yes** Requested Transfer Release Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Reason(s): \_\_\_\_\_  
\_\_\_\_\_

**No**

<b>For Office Use Only</b> SEVIS updated on ____/____/____	Transfer Release Date: ____/____/____
---	---------------------------------------