SEVIS TRANSFER RELEASE FORM
(Transfer from Elon University)

Date: ___/___/______ (MM/DD/YYYY)   E-mail: ______________________________

1. Name:__________________________________________________
   __________________
   Family Name                             First Name                              Middle Initial

2. Elon University ID______________________  Student’s Phone #_________________

3. SEVIS ID Number: N__________________________

4. Semester you are transferring: _____________________________________________

5. To which school do you intend to transfer? __________________________________
   School address _______________________________________________________
   Phone # ___________________________ Fax # ___________________________
   Contact Person at the new school ___________________________________________

6. Have you received an official letter of admission from the above school?  Yes / No

NOTE TO STUDENT: Once the SEVIS record release date passes, Elon University will no longer
have access to your SEVIS file and can make no changes to your transfer request or any other
information. Upon release date of SEVIS record, the new school may issue a transfer pending I-20.
The student is required to contact the International Office at the new school within 15 days of
program start date listed on the new school’s I-20.

By signing this form, I confirm my intent to transfer to (name of school) ________________________
_________________________________________ and therefore authorize Elon University to
release my SEVIS record to the new school named above.

_________________________________________   _______/______/__________
Student’s Signature                       Date

** SEVIS record release Date: _____/_____/_____
(After last day of current semester or last day of current employment with Elon) Student’s Initial

PDSO/DSO Signature: __________________________    Date __________________

Return form to:
Elon University 2375 Campus Box, Elon, NC 27244 Phone: 336-278-6700 Fax: 336-278-6692

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