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

FOR OFFICE USE ONLY

SEVIS updated on ________________________ with a transfer release date of ________________________

(mm/dd/yyyy)       (School Official)       (mm/dd/yyyy)

Updated 6/8/12