TRANSFER RELEASE FORM

TO THE STUDENT:

If you are a student in F-1 status requesting a SEVIS Transfer I-20 Form from DePaul University (DPU) you must

1. Complete Section 1 and give it to the international student office at your current school to have Section 2 completed.
2. Submit this completed form to DPU along with a copy of the biographical / identification page of your passport.

You must obtain a SEVIS Transfer I-20 from DPU if you are already in F-1 status and are either:

- currently enrolled at or recently graduated from a U.S. school
- currently in your period of Optional Practical Training (OPT) and/or recently completed your period of OPT

NOTE: You MUST request the transfer of your SEVIS I-20 record from your previous school within 60 days of completion of your studies and/or your OPT period.

Once you obtain a SEVIS Transfer I-20 from the DPU admissions office, you must

- Go to the International Student Office (ISO) at DPU before the reporting date indicated in Item # 5 of your DPU SEVIS I-20. The ISO is located at 25 E. Jackson Boulevard, Lewis Suite 1465. **Failure to report to the ISO within 15 days of the reporting date in Item # 5 of your DPU SEVIS I-20 will result in a loss of lawful F-1 status.**
- Take your immigration documents when reporting to the ISO: SEVIS DPU Transfer I-20, passport, I-94 card, I-20 from previous school & OPT EAD card (if applicable).

Section 1 (to be completed by student):

Last Name	First Name	Middle Name (if applicable)
Country of Birth	Date of Birth	Citizenship
E-Mail	Phone Number	
Intended start date at DePaul University □ Spring 2009 □ Summer 2009 □ Fall 2009 □ Winter 2010		
I have dependents (child / spouse) in the U.S. in F-2 visa status □ Yes □ No		
I verify that the above information is accurate and hereby authorize the Designated School Official / International Student Office of my current school to release my SEVIS record to DePaul University.		
Student's Signature	Date	

TO THE DESIGNATED SCHOOL OFFICIAL:

Please complete this section below and (1) Fax to - **ELA at 312-362-8301** (2) Mail to – ELA, DePaul University, 25 E. Jackson Blvd., Suite 1700, Chicago, IL 60604. **NOTE:** DePaul University has two campus locations. Please release the student's SEVIS record to **CHI214F01118000: DePaul University - Loop.**

Section 2 (to be completed by Designated School Official / International Student Advisor):

SEVIS Release Date	SEVIS ID Number
SEVIS record has been released to the following DPU Campus: □ **DePaul University – Loop: CHI214F01118000**	
□ This student is in lawful F-1 status and is/was enrolled in a full course of study until (date): _____	
□ This student completed degree requirements / received a degree on the date indicated above. □ Yes □ No	
□ This student is out of status and must file for reinstatement to lawful F-1 status (explanation): _____	
□ This student is in his/her period of Optional Practical Training (indicate begin/end dates): _____	
□ This student has previously received approval for a reduced course load in SEVIS. □ Yes □ No If yes, please indicate student's program level: _____	
DSO Printed Name	DSO Signature
School Name & Address	Date
E-Mail	Phone