



F-1/J-1 Transfer-Out Form

Family/Last Name:	Given/First Name:
Student ID Number:	Last Date of Attendance at Drexel:
Phone Number:	New School SEVIS Code:
SEVIS Release Date:	New School Name:

Transfer-Out Process

If you decide to transfer from Drexel to another U.S. institution, you must complete the entire transfer-out process before you can legally begin studies at the new school.

F-1 Student: If you have graduated or have Post-Completion OPT, you must apply for your transfer before the end of the 60-days grace period following either the program completion date on your I-20 or your Post-OPT expiry date list on your EAD.

J-1 Student: If you have graduated or have academic training, you must apply for your transfer no later than 30-days following the program completion date stated on your DS-2019 or 30-days following the academic training end date listed on DS-2019.

In addition to this form, you must also submit the following documents to ISSS:

- The acceptance letter from the new institution
- A transfer-in form from the new institution (if available)
- This form with completed SEVIS release date and SEVIS school code
- If you are not graduating and leaving Drexel in the middle of your program, you must also submit a withdrawal form signed by your Academic Advisor.

Choosing a Release Date

- If you are on OPT/Academic Training, you will not have authorization to work beyond your SEVIS release date. In order to work, you should request a release date closer to the expiration of your work authorization – but before your first day of classes at the new school.
- As of the SEVIS release date, your SEVIS record will “belong” to your new school. Drexel can no longer handle or access your immigration information after your SEVIS transfer. You should be sure you want to transfer to the new school because this cannot be undone after the release date.
- The new school cannot issue you a new I-20/DS-2019 until the release date. It is your responsibility to speak with the new school about how long it will take them to issue a new I-20/DS-2019.
- The program start date at the new school must be within 5 months from your program completion date at Drexel or the first available start date, whichever is sooner. Contact the new school for their transfer in deadline.



DREXEL UNIVERSITY

International Students and Scholars Services

Student Life

3141 Chestnut Street
Main Building, Suite 222

Phone: 215.895.2502: Email: ISSS@drexel.edu
Office Hours: Monday – Friday, 9am – 5pm EST

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For ISSS records, please indicate the reason for the transfer-out:

- I have graduated and am beginning a new degree program
- Drexel is too expensive
- I have been offered more financial assistance at my new school
- Drexel wasn't my first choice school but have since been admitted to my first choice school
- Drexel is too difficult
- Drexel was not what I expected
- I have decided to change my major to something Drexel does not offer
- I have been academically dismissed
- Other (please specify) _____

By signing/typing my name below I authorize Drexel University to release all records which might include personal information, student conduct reports, or available criminal records to the new institution

Student's Signature: X _____

Today's Date: ____/____/____ (mm/dd/yy)