

**East Los Angeles College  
International Student Office**

1301 Avenida Cesar Chavez, Monterey Park, CA 91754, Tel (323) 265-8796

**Transfer Out Release Request Form**

Dear Student,

We wanted you to understand the new SEVIS system can only allow student to transfer to one campus. If you have made your final decision to transfer, please complete the bottom information and return back to us with your Transfer Out Release form with your school's acceptance notice.

Print your Name \_\_\_\_\_,

ELAC ID # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ My SEVIS # N000 \_\_\_\_\_

Home/Cell Telephone (\_\_\_\_\_) \_\_\_\_\_

Email address \_\_\_\_\_ @ \_\_\_\_\_

I have decided to transfer to the following school:

Name of School \_\_\_\_\_

School's Address \_\_\_\_\_

By signing this form I understand my SEVIS record will be transfer to the above date that I requested. Please release my SEVIS record to the above school for:

Fall / Spring on Month \_\_\_\_\_ Day \_\_\_\_\_, 200 \_\_\_\_.

Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

If I change my mind, it is my responsibility to inform International Student Office before the above date. I will be responsible to speak to the above school on my SEVIS record.

Your initial \_\_\_\_\_