



# East Los Angeles College

International Student Office G1-101, 1301 Avenida Cesar Chavez, Monterey Park, CA 91754

Tel: (323) 265-8796 Email: elac\_iso@elac.edu

## Intent to Transfer Out Form

The SEVIS system can only allow students to transfer to one campus. If you have made your final decision to transfer out, please complete this form and submit **with your school's acceptance notice/letter/email**.

Print your Name: \_\_\_\_\_, \_\_\_\_\_  
Last Name First Name

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ELAC ID # 88-\_\_\_\_\_-\_\_\_\_\_ SEVIS # N\_\_\_\_\_-\_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_@\_\_\_\_\_

*If enrolled at ELAC for a future term, all classes must be dropped before submitting this form.*

### I have decided to transfer to the following school:

Transfer semester: \_\_\_\_\_ SEVIS Record Release Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_  
Winter/Spring/Summer/Fall

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

SEVIS school Code (if known): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

School's Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

By signing this form, I understand my SEVIS record will be transferred on the date that I requested. If I change my mind, it is my responsibility to inform the International Student Office 5 days before my SEVIS record release date. I will be responsible for notifying the above school regarding my SEVIS record.

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