



International Relations & Brennan Center

Transfer-Out Request Form

Information: If you plan to attend another school next semester, request that we release your electronic SEVIS record to the new institution on a date of your choosing. The new school cannot issue an I-20 until the SEVIS release date.

Instructions: Please complete this form to the best of your ability. For any questions, refer to the Contact Information at the bottom of the form. **Completed request forms alongside Acceptance Letter and the new institution's release form must be emailed to international@niagara.edu.**

I. Student Information

Surname/Family Name: _____ Legal Given Name: _____

Preferred Name: _____ Pronouns: _____

Date of Birth: _____ (mm/dd/yyyy)

NU ID: _____ SEVIS ID: N _____

II. Transfer Information

New School's Name: _____

Does your new school use a transfer form? **(Please reach out and ask before submitting)** Yes No

Contact Person (DSO/PDSO):

Name: _____

Telephone: _____

Email: _____

New School's SEVIS Code: _____	Requested Release Date: _____
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I am requesting and giving Niagara University permission to transfer my SEVIS record to the university listed above.

*** Student Signature:** _____ **Date:** _____

Contact Information for International Relations & Brennan Center	
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