

**HAMILTON COLLEGE**

International Student Advising  
Elihu Root House  
315-859-4021

**F-1 TRANSFER-OUT FORM**

**IMPORTANT INFORMATION REGARDING TRANSFERS**

- 1) Students requesting transfer must show proof of admission to new institution.
- 2) You must apply for transfer within 60 days of completing your program at Hamilton or your post-completion OPT. After that period you will be required to leave and re-enter the US with the new school's I-20 or DS-2019.
- 3) Once the release date has passed, Hamilton College no longer has access to the SEVIS record. The new institution is responsible for maintaining and transferring your record.
- 4) A transferred student is no longer eligible for on-campus employment after the release date.
- 5) Any remaining OPT authorized through Hamilton terminates on the release date.
- 6) If you travel, plan to return after your release with the NEW school's I20.
- 7) It is the student's responsibility to provide all the information below.

**TRANSFERRING STUDENT'S INFORMATION**

Name: \_\_\_\_\_

Hamilton ID \_\_\_\_\_ SEVIS Number: N\_\_\_\_\_

Email address: \_\_\_\_\_

**NEW PROGRAM INFORMATION**

Name of Institution: \_\_\_\_\_

Name of Campus (if different from above): \_\_\_\_\_

International student advisor at new Institution: \_\_\_\_\_

Advisor's email: \_\_\_\_\_ Advisor's phone: \_\_\_\_\_

Semester/Year you will register at new institution: \_\_\_\_\_

Release Date (date SEVIS record will be transferred to new institution):  
\_\_\_\_\_

I authorize Hamilton College to transfer my SEVIS record to the above-named school by the release date indicated on this form. I attest that I have read and understood the "Important Information Regarding Transfers" and that the information I provided above and documented, as applicable, is true and valid. I further acknowledge that Hamilton College will no longer have access to my SEVIS record once the transfer release date is reached.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date