



**INTERNATIONAL STUDENT PROGRAM (ISP)  
SEVIS TRANSFER ELIGIBILITY FORM**

**Note:** This form must be completed and submitted to the International Student Program (ISP) before a Form I-20 can be issued. You should submit this form only after you have received your SRJC admission letter and submitted the Student Enrollment Reservation: <https://international.santarosa.edu/forms>.

International students in the U.S. may request a transfer of their SEVIS record from one SEVP-certified institution to another. To be eligible for transfer, you must maintain F-1 status at your current school until the release date and follow the correct transfer procedures. Applicants to the Santa Rosa Junior College (SRJC) must provide evidence of their valid F-1 status before their SEVIS transfer request will be accepted. Once the release date is reached, SRJC will issue you a new Form I-20. SRJC does not accept SEVIS transfer students whose records are in *Terminated* status.

More information about the transfer-in and transfer-out process can be found on the Study in the States website (<https://studyinthestates.dhs.gov/resource-library>) and the Department of Homeland Security website (<https://www.ice.gov/sevis/f1-transfers>).

Part 1: To be completed by Student		
<b>Name:</b>	<b>SEVIS ID:</b> N00	<b>SRJC SID:</b>
<b>Date of Birth:</b>	<b>E-Mail Address:</b>	<b>U.S. Phone Number:</b>
<b>Acknowledgement:</b> I authorize the release of my student record to the Santa Rosa Junior College. I also acknowledge that once the release date is reached, the institution listed below will no longer have access to my SEVIS record.		
<b>Signature:</b>		<b>Date:</b>

The above-named student has been admitted to Santa Rosa Junior College (SRJC). Our SEVIS School Code is SFR214F00618000. Please certify the student’s eligibility for transfer by providing the information requested below.

Part 2: To be completed by the Designated School Official (DSO) at the Transfer-Out School		
<b>Name of Institution:</b>	<b>SEVIS School Code:</b>	
<b>Last Day of Attendance:</b>	<b>SEVIS Transfer Release Date:</b>	
<b>Comments:</b>		
<b>Acknowledgement:</b> By signing below, I attest that the above-listed student is currently enrolled full-time or is otherwise maintaining their F-1 status and is eligible for transfer.		
<b>Name:</b>	<b>Title:</b>	
<b>Signature:</b>	<b>Date:</b>	<b>Phone Number:</b>

**Please return this form to:** Becky Petrow, International Student Advisor, Admissions & Records  
[rpetrow@santarosa.edu](mailto:rpetrow@santarosa.edu)  
 707-524-1751

For Office Use Only:		
<b>Waiver Status:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>Date:</b>	<b>By:</b>
<b>Comments:</b>		