

Transfer Out: Release of Immigration Record to Future School

For F-1 students transferring out of Hawai'i Pacific University (HPU)

PLEASE COMPLETE THE FOLLOWING STEPS TO ENSURE PROPER RELEASE FROM HAWAI'I PACIFIC UNIVERSITY ON THE CORRECT DATE. RELEASE FROM HAWAI'I PACIFIC UNIVERSITY ON THE SEVIS SYSTEM IS AN ACTION THAT **CANNOT BE REVERSED.**

- Complete this release form and return it to the Office of International Student and Scholar Services (OISS)
- Submit a copy of your acceptance letter to OISS from your future school
 - If you are traveling outside the U.S. before beginning your program at your future institution, request OISS to release your immigration record before you travel so you can use the I-20 from your future institution when you re-enter the U.S. Your HPU I-20 will be invalid but should be kept for your records.
 - If you are not leaving the U.S. after completing your studies at HPU and before beginning your program at your future institution, report to your future institution with all your immigration documents and comply with your future institution's policies and procedures. OISS will release your SEVIS record to your future institution so they can issue you an I-20. Your HPU I-20 will be invalid but should be kept for your records.

NOTE: Your SEVIS release date should be within 60 days of your program completion date or OPT end date.

Student must complete this section:

Family Name: _____ First Name: _____

Email: _____ HPU ID: @ _____

SEVIS ID: N00 _____ Phone Number: _____

Name of institution I plan to transfer to: _____

The start date of my new program at the institution listed above: _____

I am currently on Optional Practical Training (OPT): YES NO UNKNOWN

I will leave the United States before starting my new program: YES NO UNKNOWN

Dates I will be traveling outside the United States: _____

Suggested SEVIS record release date (if known): _____

By signing below, I acknowledge that:

- I permit HPU to release the information necessary to complete my immigration transfer to the institution listed above.
- It is my responsibility to withdraw from any classes I am currently enrolled in.
- HPU will not release my SEVIS record without receiving a copy of my official letter of acceptance into the listed institution.
- Any current OPT authorization will be cancelled once my SEVIS record is released.
- I must contact HPU as soon as possible regarding any changes to this particular SEVIS record transfer.

Student's Signature: _____ Date: _____