



Center for  
**GLOBAL  
EDUCATION**

74 King Street  
St. Augustine, FL 32084  
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## TRANSFER-OUT NOTIFICATION

In order to transfer from Flagler College to another educational institution, you must complete this form. Please return this form to [Global@flagler.edu](mailto:Global@flagler.edu). Flagler College will transfer your SEVIS record (I-20) to the new school on or after the release date indicated below and upon receipt of an admissions letter from the new school.

*To be completed by international student*

Family name \_\_\_\_\_ First name \_\_\_\_\_

Flagler ID \_\_\_\_\_ City of Birth \_\_\_\_\_

I intend to transfer to \_\_\_\_\_ SEVIS school code: \_\_\_\_\_  
Name of institution

My anticipated release date is \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM DD YYYY

*Note: Your release date will be the completion date of the current semester (or the date of expected transfer if earlier than the established academic cycle). You may cancel the transfer request at any time prior to the release date by notifying the Flagler International student adviser. After that date Flagler College will no longer have access to your SEVIS record and will not be able to cancel the transfer request.*

*After the release date the International Student Advisor at the school to which you are transferring will complete the transfer and issue a new SEVIS I-20 for you. Please contact your new International Student Advisor within 15 days of the program start date listed on the new I-20.*

Signature \_\_\_\_\_ Date \_\_\_\_\_