



**Dear International Student:**

If you are currently attending a school, college or university on F-1 status in the U.S., your student status and SEVIS record must be transferred to Westminster College, Fulton, Missouri. Please note that only one school at a time may access your SEVIS record. Consequently, *it's important that your decision to attend the Westminster is certain before you submit this form to your current international student adviser for completion.* If you have decided to attend Westminster, please complete this section, discuss the "Transfer Release Date" with your current adviser and fax the completed form to the number listed below. Please note, Westminster College cannot issue your transfer I-20 without this information.

*I grant permission for the information requested below to be released to Westminster College.*

Applicant's Printed Name (First, Last / Family Name) \_\_\_\_\_ Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Current Complete Mailing Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_ Phone Number \_\_\_\_\_



**To: Designated School Official**

The above-named student has qualified academically for admission to Westminster College, Fulton, Missouri. (School code prefix: "KAN"). In compliance with INS / US CIS regulations, we request confirmation of his/her status at your institution before approving transfer to this school. *Please complete the following as it pertains to the above-named student and return to: Westminster College, Office of International Programs, 501 Westminster Avenue, Fulton, MO 65251 USA. Send via fax to: 573-592-5182. Please call, 573-592-5182 for questions.*

1. SEVIS ID # \_\_\_\_\_ Transfer Release Date in SEVIS: \_\_\_\_\_

\_\_\_\_\_ The student is in good standing and is/has been pursuing a full course of study (or has already been reinstated to status).

\_\_\_\_\_ The student is out of status and a reinstatement to student status was filed on \_\_\_\_\_ at US CIS (District: \_\_\_\_\_) and is pending. (Please indicate the date on which the reinstatement was filed and enclose copies of documents filed with US CIS.)

\_\_\_\_\_ The student is out of status, and we will advise him/her to apply for reinstatement upon receipt of a new I-20 from Westminster College.

\_\_\_\_\_ Other: \_\_\_\_\_

This student had an "Authorized Drop Below" entered in SEVIS. Please explain: \_\_\_\_\_

2. Dates of last attendance at your school \_\_\_\_\_

3. Please indicate the dates of any practical training in which the student has participated and indicate whether full-or part-time:

Curricular \_\_\_\_\_ Optional \_\_\_\_\_

*The information provided on the above-named student is accurate and true to the best of my knowledge:*

Signature \_\_\_\_\_ Printed Name of Designated School Official completing this form \_\_\_\_\_

Title of Official \_\_\_\_\_ E-mail Address \_\_\_\_\_

Name of Institution \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address of Institution \_\_\_\_\_ Date \_\_\_\_\_