



# VCU

VIRGINIA COMMONWEALTH UNIVERSITY

Global Education Office

**VCU Immigration Services**

912 W Grace St. 4<sup>th</sup> Floor

P.O. Box 843043

Richmond, VA 23284

Phone: (804) 828-0595

geois@vcu.edu

## F-1 Transfer-Out Authorization

Along with this form, please also submit:

- Acceptance letter from your new university

**If you have a student accounting hold, we cannot transfer your record. We will transfer you as soon as your account is paid.**

### Personal Information

SEVIS ID	V #	Date
Last Name	First Name(s)	
VCU Email	Phone Number	Date of Birth (month/day/year)

### US Address:

Street Address	Apartment number
City	State Zip Code

When does your I-20 Expire? \_\_\_\_\_

Why are you transferring? \_\_\_\_\_

### Transfer School Information

Transfer School Name \_\_\_\_\_

### Transfer School Contact Information:

Street Address		
City	State	Zip Code
Phone Number		

Request Transfer Release Date \_\_\_\_\_

**\*This date should be the last day of classes or later. It is possible to transfer in the middle of a semester, but you still may be held responsible for tuition for the entire semester.\***

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**If you have any questions, please contact us at GEOIS@vcu.edu**