



Middlebury

International Student and Scholar Services

Middlebury College

Middlebury, Vermont 05753

Telephone: 802-443-5858

Fax: 802-443-2063

Email: iss@middlebury.edu

SEVIS Transfer Out Form
For F-1 and J-1 Records

INSTRUCTIONS

****For F-1 Records Only:** Upload this completed form and a copy of the acceptance letter to your new institution to Middlebury ISSS via the Document Submission Form found on our website here:

<https://forms.middlebury.edu/international/iss/document-submission-form>

****For J-1 Records Only:** Upload this completed form to Middlebury ISSS via the Document Submission Form found on our website here: <https://forms.middlebury.edu/international/iss/document-submission-form>

SECTION 1: To be completed by student/scholar

I give permission to release the information necessary to complete my transfer from Middlebury College to:

Name of transfer institution: _____

Name (please print): _____

Signature: _____ Date: _____

SECTION 2: To be completed by the Designated School Official (DSO)/Responsible Officer (RO)

I request that the SEVIS record of the above individual be transferred to:

Institution: _____

SEVIS Release Date: _____

Program Start Date at Institution: _____

SEVIS School Code or Program Sponsor Number: _____

Name and Title: _____

Address: _____

Phone: _____ Email: _____

Signature: _____ Date: _____