

# SEVIS RELEASE FORM



**Address:** 2403 Russell Long Boulevard, Canyon, TX 79015  
**Phone:** (806) 651-2073  
**Website:** <http://wtamu.edu/international>

International students in F-1 or J-1 VISA status planning to transfer to another institution in the United States after attending WT will need to have their SEVIS records transferred to the new institution.

**DIRECTION:**

- After receiving admission from another SEVP-Approved institution, please submit a copy of your admission Letter to the ISS.
- Please complete and submit this SEVIS Release Form to the ISS.

These documents **must** be submitted before the ISS at West Texas A&M University can release your records to the new institution.

**PLEASE NOTE:**

SEVIS records can **only** be released to **one** institution. Please only complete the form for the institution you plan to attend.

### PERSONAL DATA

**Name:** \_\_\_\_\_  
*Family Name* *First Name* *Last Name*

**Buff ID#:** \_\_\_\_\_ **SEVIS ID#:** \_\_\_\_\_  
(Please check the top left corner of your I-20)

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Current/Last semester at WT:**     Fall             Spring             Summer I             Summer II            Year: \_\_\_\_\_

**Are you currently authorized for Optional Practical Training [OPT]?**     Yes             No  
*If yes, what is your OPT End Date?* \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Start date at the new institution:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### NEW INSTITUTION INFORMATION

**Name of Institution:** \_\_\_\_\_

**SEVIS School Code:** \_\_\_\_\_  
(Please ask your new institution for this information)

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**\*\*\*PLEASE CAREFULLY READ THE FOLLOWING ITEMS BEFORE SIGNING\*\*\***

I authorized the ISS at West Texas A&M University to release my SEVIS Records to the institution named above. **I understand that:**

- My records will **not** be released until the completion of my current semester at West Texas A&M University.
- If my semester has already ended, my records will be released immediately.
- If **60 days** have passed since the last day of my **final** semester at WT, my records can no longer be released.
- If I am on OPT, the transfer of my SEVIS records will void all my work authorizations.
- Once released, the ISS will no longer have access to my SEVIS records and that the ISS cannot cancel my transfer.
- If I am leaving the U.S. while my transfer is still pending, I must re-enter the U.S. with the new I-20 from the new institution.
- Once my SEVIS records have been released, I can no longer use the I-20 issued by WT.

Signature: _____	Date: _____/_____/_____
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### THIS SECTION TO BE COMPLETED BY THE INTERNATIONAL STUDENT SERVICES [ISS]

Determine the student's eligibility, approve, enter ISS Info, and keep a copy on file (in 38 SEVIS Records)

Admission Letter received by: _____	SEVIS Release date: _____/_____/_____
Approved by the ISS: _____	Date: _____/_____/_____