

F-1 Student Transfer-In Form

Instructions for students: If you are an F-1 student transferring from another school to the Language and Culture Center (LCC), please complete section 1 below. Then ask a Designated School Official (DSO) at your current school to complete section 2 and send the form to the LCC. By signing, you authorize your current school to release your information to the LCC.

Section 1: To be completed by the student

_____ <i>Student's Family Name (please print)</i>	_____ <i>Given Name</i>	_____ <i>Date of Birth (mm/dd/yyyy)</i>
_____ <i>Email Address</i>	_____ <i>Phone Number</i>	_____ <i>Transfer Semester</i>
_____ <i>Student's Signature</i>	_____ <i>Date (mm/dd/yyyy)</i>	

Section 2: To be completed by a DSO

Instructions for DSOs: Please complete this section and send the form to LCCDSO@uh.edu. Once you have received the student's acceptance letter issued by the LCC, please release the student's SEVIS record to *U. of Houston, Language & Culture Center*, campus code *HOU214F00110001*. Please do not release the student's SEVIS record if it has been (or will be) terminated. Thank you.

_____ <i>Student's SEVIS ID</i>	_____ <i>Enrollment Start Date (mm/dd/yyyy)</i>	_____ <i>Last Day of Enrollment (mm/dd/yyyy)</i>
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SEVIS Status (check one): Initial Active Completed Terminated

Was the student authorized for any Reduced Course Load? If yes, please specify the program level, the reason, and the start and end dates.

Is the student eligible to return to your school? If no, please explain.

Additional notes. Attach more pages if needed.

_____ <i>School Name</i>	_____ <i>City</i>	_____ <i>State</i>
_____ <i>DSO's Name and Title</i>	_____ <i>Email Address</i>	_____ <i>Phone Number</i>
_____ <i>DSO's Signature</i>	_____ <i>Date (mm/dd/yyyy)</i>	