

TRANSFER OUT INFORMATION AND TRANSFER OUT REQUEST FORM

International Student Services (ISS), Edmonds Community College, 20000 68th Ave. W. Lynnwood, WA 98036
Phone: (425)640-1518, Fax: (425)774-0455, E-mail: iss_desk@edcc.edu, Web: <http://www.edcc.edu/international/>

Transfer Out Information

How to transfer to another school in the U.S.

1. Submit a **Transfer Out Request** form; **AND:**
2. Acceptance letter / email / fax from the new school (required)

Housing: If you have arranged housing (such as dormitory or homestay family) for next quarter, please contact the EdCC Housing Office at housing@edcc.edu / phone: [425-640-1080](tel:425-640-1080) / fax: [425-640-1057](tel:425-640-1057). You are responsible for informing the Housing Office of your plan to move out and you must pay any balances you may owe. You may need to still pay rent and/or a fee for breaking your contract, so it is important to contact Housing as soon as possible for more information.

Transfer release date / when your record will be transferred: Your SEVIS record (I-20) will be transferred to the new school on your last day of attendance at EdCC (or the last day of OPT). You must continue attending class until you transfer.

Canceling your transfer: If you need to cancel your transfer, you must contact the ISS office before the transfer release date (last day of the quarter).

When you will receive a new I-20 and traveling between transfers: Once the SEVIS record is released, the new school can make you a transfer I-20. You must communicate with the new school about receiving the new I-20 as well as any plans to travel.

Transfer Out Request Form

Information about You: EdCC Student ID number: 958 -01-_____

Last/Family Name: _____ First and Middle Name: _____

U.S. Address: _____

E-mail: _____ Phone number: (____) _____ - _____

Information about the new U.S. school that has accepted you and you will attend:

Name of the new school: _____

Campus name and location (city and state): _____

You will attend the new school on this date: Month: _____ Date: _____ Year: _____

Last quarter at EdCC before attending the new school: Quarter: _____ Year: _____

Your signature: _____ Date: _____

PRINT AND SIGN

PLEASE SEE THE BACK SIDE

For ISS Front Office Staff Use Only: Received by: _____ Date: _____

ISS Advisor: _____ Released in SEVIS (date): _____ Updated in the DB

TRANSFER OUT SURVEY

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Transfer Out Survey

1. Please check if you are transferring to a:

- UNIVERSITY** *Please see question 4 below*
- COMMUNITY COLLEGE
- HIGH SCHOOL
- LANGUAGE SCHOOL
- OTHER: _____

1. When was your **FIRST QUARTER** at Edmonds Community College? _____

2. Before you transfer, will you complete an Associate of Arts (AA) or Associate of Science (AS) Transfer Degree? **YES** **NO**

3. What is your major area of study? _____

4. Did you receive an offer of admission from more than one school? **YES**

If **YES**, please list all universities:

Name of University:	Location:

5. Do you want to join the alumni network? **YES**

6. Are you interested in being interviewed and featured on the EDCC website? **YES**

If you answered YES to # 6 and 7 above, we may contact you.

THANK YOU!