Transfer-In Status Verification Form

This form is not a letter of acceptance. It is used to collect and verify student information.

1. Complete the student section of this form (part 1), then ask your current / most recent school advisor to fill out the advisor section (part 2). Your advisor will return this form directly to Seattle Colleges.

2. Request that your current school release your SEVIS (immigration) record to Seattle Colleges. Ask your advisor what documentation is needed to make this request.

Part 1: To be completed by the STUDENT

Name: ____________________________
Last/Family Name ____________________________ First Name ____________________________ Middle Name(s) ____________________________

Current School SID: ________________

Seattle Colleges EMPLID (if known): ________________

Date of Birth: ____________________________

First Quarter at Seattle Colleges will be: ____________________________

Seattle Colleges campus you will attend: ____________________________

Email Address: ____________________________

Phone Number: ____________________________

Will you travel outside the U.S. before beginning your program at Seattle Colleges? ☐ No ☐ Yes

If yes, What are your expected dates of travel?

Leaving the U.S.: ____________________________
Returning to the U.S.: ____________________________

“I authorize my current/previous school to provide Seattle Colleges with information about my immigration status and transfer eligibility.”

Student Signature: ____________________________

Date: ____________________________
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Part 2: To be completed by an INTERNATIONAL STUDENT ADVISOR (Designated School Official only)

- This information is only used for admission purposes. It is not a request to transfer student's SEVIS record. Once the student’s status has been confirmed we will issue an acceptance letter.
- Please do not release a terminated or completed record without confirmation from Seattle Colleges.

Dates of Enrollment: From ___________________________ To ___________________________

Student SEVIS ID: ___________________________

Anticipated SEVIS Transfer Release Date: ________________

To the best of your knowledge, has the student maintained non-immigrant status?  □ Yes  □ No

If no, please provide the reason and the date of SEVIS record termination:

________________________________________________________________________

Has the student been authorized for any of the following? If yes, please check box(es) and list dates.

□ Vacation terms: ___________________________________________________________

□ Leave of Absence: _______________________________________________________

□ Medical Leave: __________________________________________________________

□ CPT: PT or FT, dates: ____________________________________________________

□ OPT: PT or FT, dates: ____________________________________________________

Any other issues we should be aware of?

________________________________________________________________________

DSO Signature_____________________________ Date ___________________________

Name: ____________________________________________ Last/Family Name  First Name

Title: _________________________________________________________________

Email Address: _________________________________ Phone Number: ___________________________

Name of School (as it appears in SEVIS): __________________________________________

City: __________________________ State: __________________________

Email completed form to: IntlAdmissions@seattlecolleges.edu

When ready, release active SEVIS record to the college noted in the student’s acceptance letter:
- North Seattle College: SEA214F00001004
- Seattle Central College: SEA214F00001000
- South Seattle College: SEA214F00001005