This form is for students currently attending U.S. institutions in F-1 visa status.

**STUDENT SECTION**

Once you have decided to accept an offer of admission to Georgia Southern University use this form to assist with having your SEVIS record transferred to Georgia Southern University. Be sure to read this information carefully. Complete the top portion of this form and give it to your Designated School Official (DSO/international student advisor) at the school you are currently attending or most recently attended. Also forward E-mailed notification of admission or a copy of your official acceptance letter. Your DSO will complete the rest of the form and submit it to us. If you are out-of-status, we will contact you about re-instatement options.

F-1 visa law allows only 60 days from the end of classes or OPT employment for your SEVIS record to be transferred! We cannot issue an I-20 until after the SEVIS release date set by your current DSO. You will receive a transfer pending I-20. **To maintain F-1 status, you must report to a DSO at Georgia Southern within 15 days of the start date on your I-20** and also must receive a continued attendance I-20 to complete the transfer process.

Do you plan to travel outside the U.S. before starting classes at Georgia Southern?

- [ ] No  
- [x] Yes  
  Date of departure from the U.S.:  
  Date of return to the U.S.:  

If yes, a Georgia Southern I-20 will be required for re-entry to the U.S. Also, if you do not have a valid F-1 visa, you will need a Georgia Southern I-20 in order to apply for a new visa. It is recommended that you schedule your visa appointment before you leave the U.S. (See [http://www.embassy.org](http://www.embassy.org) for information on U.S. Embassies/Consulates.)

I have read the above information and authorize release of the information requested below to the Designated School Officials at Georgia Southern University.

**Printed name:** family/last name, first/given name(s)  
**Signature of Student**  
**Date**

**DSO / INTERNATIONAL STUDENT ADVISOR SECTION**

Please do not release the student’s SEVIS record with evidence of admission to Georgia Southern University. E-mail or fax this completed form to us using contact information below. **Georgia Southern University’s school code is ATL214P00440000.**

To the best of your knowledge is this student currently in valid F-1 visa status?

- [ ] Yes  
- [ ] No

If no, please make relevant comments and indicate if you would be willing to write a letter recommending reinstatement.

Does the student have a history of payment problems?

- [ ] Yes  
- [ ] No

If yes, please comment.

Is the student currently enrolled?

- [ ] Yes  
- [ ] No

If no, provide the last day of enrollment:  

Please indicate the dates of practical training in which the student has participated:  

- CPT dates:  part/full time:  Level of Study:  
- OPT dates:  part/full time:  Level of Study:  
- OPT STEM extension dates:  

Please indicate any medical Reduced Course Load Authorizations (except for final term):

- Dates of authorization(s):  Level of Study:  

**SEVIS ID number:**  
**Transfer release date:**  

**Signature of School Official**  
**Name (printed)**  
**Date**

**Title**  
**E-mail address**  

**Phone number**  
**Fax number**  

**Name and Address of School**

Thank you very much for your time and assistance.  
Please email or fax the form to  
Patricia Beavan (912)478-0824

Ms. Patricia Beavan, International Student Coordinator  
Office of International Programs & Services  
Georgia Southern University  
P.O. Box 8106, Statesboro, GA 30460 Phone: 912-478-5451