

Transferring To Another School From Bradley University

Eligibility:

To transfer from Bradley University to another academic institution, students must follow SPECIFIC procedures to transfer their SEVIS records and activate them at another institution. Only students who are in legal F-1 status are eligible.

Procedure:

1. Complete the "Non Immigrant Visa Status Verification Form for Transferring International Students" obtained from the receiving school.
2. Complete the "Exit Interview Questionnaire" obtained in the Office of Multicultural Student Services.
3. Report to the International Student Office at the new school within 10-15 days of beginning attendance at your new institution to confirm your enrollment and submit your current local address. Your new school will submit your address to SEVIS and 'activate' your SEVIS records at that school.
4. Obtain an initial I-20 from the school you plan to attend within 60 days of completing classes at Bradley University.
5. Enroll at the institution within 5 months after completing classes.

Before you leave Bradley

- √ Complete relevant course work
- √ Withdraw from all other course or you will be charged for registration at Bradley even if you do not attend classes.
- √ Pay all outstanding bills (phone, housing, parking tickets, registration fees) at Bradley or you will not be able to obtain an official transcript from the registrar's office.
- √ Update your address on Webster so that important tax (and other) documents can be sent directly to your new address.

PLEASE NOTE:

ONCE YOUR SEVIS ID NUMBER HAS BEEN TRANSFERRED TO ANOTHER INSTITUTION, YOU ARE NO LONGER CONSIDERED A BRADLEY STUDENT.

Canceling a transfer

It is not uncommon for students to change their minds about transferring after informing the PDSO of their intent. Once the PDSO at Bradley University enters the release date into SEVIS, you are locked into the transfer (receiving) school. If you change your mind about transferring, the action that the PDSO will take depends on when the decision is made:

If before the release date, the PDSO at the current school cancels the transfer student can continue study or make a new request for transfer.

If after the release date, the PDSO at the transfer (receiving) school must complete the transfer-in process before immediately transferring the student to the appropriate school.

— When transferring is not necessary: vacation period

An F-1 student may attend another school during an authorized vacation period without applying for transfer, providing he/she is eligible and intends to register for the next term at the Bradley University.

**Transfer from Bradley University
Request to Release SEVIS Records**

Today's Date: _____ Undergraduate _____ Graduate Student _____

Family Name: _____ Given Name: _____

Bradley University Student ID Number: _____

SEVIS ID Number (on the top right corner of your I-20): _____

In order to attend another school in the U.S. after attending Bradley University, the PDSO must release your SEVIS records to your next school. After we release your SEVIS records, only your next school has access to the electronic SEVIS records.

******Note: We can only release your records to ONE school. Therefore, you must be certain that you want to transfer to the school named below before requesting release of your records.**

University you are transferring to: _____

Address: _____

City, State: _____

Date you plan to begin studies at the next school: _____

Anticipated last date of attendance at Bradley University: _____

I request that Bradley University Office of Multicultural Student Services release my SEVIS records to the school named above.

Signature of Student

Date Today

Official Use Only:

Date transferred in SEVIS: _____

School transferred to: _____

SEVIS Confirmation: _____

PDSO Signature: _____ Date: _____

Instructions: We ask each international student who leaves Bradley University to provide feedback about his/her educational experience. This information will enable us to identify where improvements should be made in various academic programs and/or student related services. All responses are kept confidential.

Part I - Reasons for leaving Bradley University

Indicate which best describes how important each of the following reasons was in your decision to leave the university.

Please circle ONE response for each.

- 1 - Important
- 2 - Neither Important nor Unimportant
- 3 - Unimportant

(REASONS FOR LEAVING)

- | | | | |
|--|---|---|---|
| 1. Desire change academic program | 1 | 2 | 3 |
| 2. Desire to live in on campus housing | 1 | 2 | 3 |
| 3. Desire a move to be with friends | 1 | 2 | 3 |
| 4. Desire to study close to family | 1 | 2 | 3 |
| 5. Desire to reduce course load and work off campus | 1 | 2 | 3 |
| 6. Desire financial aid (scholarship, assistantship) | 1 | 2 | 3 |
| 7. Personal health problems | 1 | 2 | 3 |
| 8. Practical Training (CPT) | 1 | 2 | 3 |
| 9. Desire to move geographically | 1 | 2 | 3 |
| 10. Social environment in department | 1 | 2 | 3 |
| 11. Relationship with academic advisor | 1 | 2 | 3 |
| 12. Lack of action in dealing with difficult faculty | 1 | 2 | 3 |
| 13. Excessive/extraordinary assignment demands | 1 | 2 | 3 |

14. Of the reasons listed above, what was your number one (1) reason for leaving? _____ (Give the number)

Part II

Length of Attendance: 1 year or less 2 3 4 5

Country of Birth:

Age group: 18-29 30-39 40-49 50-69