

F-1 STATUS TRANSFER-OUT TO A NEW SCHOOL

Current F-1 students, and alumni on OPT or STEM OPT, have the option to request an OIA Designated School Official (DSO) to transfer their active SEVIS record to another F-1 sponsoring school within the U.S. To be eligible for transfer-out, you need an admission letter from the new school you will transfer-in to. Your new program must begin no later than five months after your last date of attendance at Pratt.

In the transfer-out process, you will specify your “transfer-release” date, which is the exact date your F-1 SEVIS sponsorship switches electronically from Pratt to your new school.

TRANSFER WITH ACADEMIC WITHDRAWAL

If you are a current student who has not completed your academic program, your transfer release date should be after the [end date of your](#) current semester, and before your new program begins. We recommend choosing an early date because it allows you and your new school time for their I-20 application and process.

Send the following in one email to OIA@pratt.edu:

- [International Student Exit Form](#) with “Transfer Out” and “Withdraw” sections completed
- Acceptance letter to the new school, which must state which semester or date you will begin your study
- The new school’s “Transfer-In” form (see bottom of page)

You will also need to [withdraw](#) academically from Pratt. If you are trying to transfer your status mid-semester at Pratt, there are academic and financial implications, and we recommend consulting with an OIA DSO before proceeding.

TRANSFER AFTER GRADUATION

If you are graduating from Pratt and planning to begin a new academic program instead of applying for OPT, you have a sixty day grace period to transfer-out. Your transfer-release date must be after your final semester begins and no later than 60 days later. Send the following in one email to OIA@pratt.edu:

- [International Student Exit Form](#) with “Transfer Out” and “Completed Course of Study” sections completed
- Acceptance letter to the new school, which must state which semester or date you will begin your study
- The new school’s “Transfer-In” form (see bottom of page)

TRANSFER AFTER OPT OR STEM OPT

You can transfer-out anytime during your valid post-completion OPT or STEM Extension period, though you will forfeit your remaining work authorization. Your transfer-release date should be after you finish employment and no later than 60 days following the end of your EAD. It is critical you verify everything is correct in your SEVP Portal before transferring as it becomes impossible to update information later.

Send the following in one email to OIA@pratt.edu:

- [International Student Exit Form](#) with “Transfer Out” and “Completed OPT” sections completed
- Acceptance letter to the new school, which must state which semester or date you will begin your study
- The new school’s “Transfer-In” form (see bottom of page)
- STEM Extension requires the I-983 with “Final Evaluation” completed

TRANSFER-IN FORM FROM YOUR NEW SCHOOL

If you do not already know it, you need to ask your new school for their transfer-in process, which usually requires you to get a transfer-in form completed.

If it is a PDF form, it is likely you need to complete the top section before you send it to OIA (with the other required documents above) for our DSO’s completion. Do not fill in the DSO section and always save as PDF not another image type.

If it is an eForm, request it to be sent to OIA@pratt.edu. If the form requires the name of an international student advisor, please email us to request a specific contact.

If your new school does not require a transfer form, request their SEVIS “school code” so we transfer your SEVIS record to the correct school.