



OFFICE OF INTERNATIONAL SERVICES

University Center for International Studies
University of Pittsburgh

Transfer Out Information (F-1 Students)

If you would like to transfer your F-1 / SEVIS record from Pitt and attend a different US college/university institution, you must complete the "Transfer Out" e-form in [My OIS](#), located in the "F-1 Students" section.

F-1 students must begin classes at the new school during the *next available term* or *within 5 months*, whichever is sooner, unless taking an authorized break or vacation during that term. F-1 students participating in Optional Practical Training (OPT) must resume classes *within 5 months* of the transfer date, or the OPT authorization end date, whichever is earlier.

What information is required for the Transfer Out e-form?

- Name of your new school
- SEVIS school code for your new institution
 - You can ask your new international services office what this SEVIS school code is. Sometimes this code will also be available on the "Transfer In" form of the new school.
- Admission letter to your new institution (digital versions are okay)
- Date that classes start at your new institution
- Transfer-in form for new school (optional)
 - Not every school requires a transfer-in form.
 - PDF versions: Typically, the student will complete one portion of the e-form and the OIS [Immigration Specialist](#) will sign and complete the remainder of the form. Read the specific instructions on your new school's transfer-in form.
 - Digital/online versions: List your [Immigration Specialist's](#) contact information.
- Requested SEVIS transfer release date
 - This is the date you wish for OIS to release your SEVIS record to your new school.
 - This date can be anytime within 60 days of your I-20 program end date, or the date that you complete your program.
 - If you wish to transfer before your I-20 program end date, choose the final date of your last term at Pitt.
 - If you are on OPT or STEM OPT, you can transfer anytime during your OPT /STEM OPT period. However, **your last date of employment will be the day before your SEVIS transfer release date.**
 - If your OPT or STEM OPT period has ended, you will have the same 60-day grace period to transfer your SEVIS record to the new school.
 - *Note:* If you are on STEM OPT, you will have to submit your "Final Evaluation on Student Progress" (from [Form I-983](#)) to transfer out. You must submit this regardless of whether you completed all 24 months of the OPT STEM extension.

When should I complete the transfer-out e-form on My OIS?

- OIS recommends that you submit about 2 weeks before your desired transfer date.
 - Make a final decision about which school you will attend before you submit the Transfer Out request.
 - After reviewing your e-form, OIS can schedule your future transfer release date. It's like setting an alarm clock for the future.
 - On the transfer release date, Pitt sends your immigration record to your new school. Your new school will have the ability to create your new I-20 on or after the transfer release date.



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Will I need to get a new visa stamp?

- If the expiration date on your Pitt F-1 visa stamp has not expired, you can use your Pitt F-1 visa stamp with your new school's I-20.
- If the expiration date on your Pitt F-1 visa has expired or will expire, you can remain in valid F-1 status within the United States while you wait to start your program at your new school.

Can I work in between my two programs of study?

- On-campus employment must end on the earliest of two dates:
 - the day you complete your program or your I-20 program end date, OR
 - the day your SEVIS record is released from Pitt.
- OPT/STEM OPT ends on the earlier of two dates:
 - the day your EAD card expires, OR
 - the day BEFORE your SEVIS record is released from Pitt.
- Your on-campus employment eligibility is tied to whichever school has your SEVIS record.

If you have additional specific questions about transferring out, please email or schedule an appointment to discuss with your [Immigration Specialist](#).