

**In order to process a transfer to Indiana Institute of Technology (Indiana Tech), you must sign the release form. You are asked to submit this document to the international student office at the college you are currently attending (or last attended).**

**Proper transfer procedures request that you present this transfer form to your current school along with your acceptance letter from Indiana Tech.**

1. Have your current school fax or mail this form to the International Admissions Office at Indiana Tech.
2. To activate a proper transfer you are asked to report to the International Student Office at Indiana Tech within 10 days of your enrollment date as stated on your I-20.

SEVIS School Codes for Indiana Tech:  
**Fort Wayne (main) - CHI214F10027000**

### Student Release

I authorize the international student advisor at the university or language school that I am currently attending or previously attended to provide the information below to Indiana Tech.

Printed Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

SEVIS ID: \_\_\_\_\_ Date: \_\_\_\_\_

### International Student Advisor

Please complete the information requested below and return this document to:

International Admissions Office  
Indiana Tech  
1600 E. Washington Blvd  
Fort Wayne, IN 46803  
Phone: 260.422.5561, ext. 2436 • Fax 260.422.7696  
Email: InternationalAdmissions@IndianaTech.edu

### STUDENT INFORMATION SECTION

Student's country of citizenship: \_\_\_\_\_ Visa type: \_\_\_\_\_

Permission to stay (form I-94) valid until: \_\_\_\_\_ I-94 (admission number): \_\_\_\_\_

Student's date of enrollment at your university: \_\_\_\_\_

Has this person applied for employment off campus?  yes  no If yes, list dates of approval: \_\_\_\_\_

Has this person been granted practical training?  yes  no If yes, date granted from: \_\_\_\_\_ to: \_\_\_\_\_

Has this person been continuously enrolled on a full-time basis?  yes  no Last date of attendance: \_\_\_\_\_

This person: a) is in good academic standing  yes  no\* b) has met all financial responsibilities to your college  yes  no\*

If no, explain: \_\_\_\_\_

Is this person to the best of your knowledge currently in status with the USCIS office?  yes  no

If no, explain: \_\_\_\_\_

Is this university/institution approved by SEVIS?  yes  no Is the student currently registered in SEVIS?  yes  no

If the student is accepted to Indiana Tech what will be your SEVIS release date? \_\_\_\_\_

### ADVISOR SECTION

Signature: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Institution Name / Address: \_\_\_\_\_

School Code (including 3-digit suffix, if any): 214F Approval Date: \_\_\_\_\_

**\*DO NOT TRANSFER SEVIS RECORD. CALL OUR OFFICE FOR TRANSFER ELIGIBILITY**