Transfer procedure:
If you plan to transfer to SUNY Orange from another school within the United States, this form must be completed. This form will provide notification to the SUNY Orange Admissions Office of your status at your current school and of your intent to transfer. A transfer, according to the U.S.C.I.S. (United States Citizenship Immigration Service), is any change of schools, whether you complete your current program and begin a new program at SUNY Orange, or whether you will continue the same degree program here.

Please complete the following information and give it to the DSO at your present school:

Student Name: ____________________________________________
Admissions Number (on I-94): __________________________________
Telephone Number: _________________________________________
E-Mail: ___________________________________________________

I give permission for my present school to release the information requested on this form:

Signature: ___________________________ Date: ________________

TO BE COMPLETED BY THE DESIGNATED SCHOOL OFFICIAL:

This student has been accepted to SUNY Orange. We are listed in SEVIS as “Orange County Community College”; SEVIS code Middletown Campus: NYC214F00636000 and SEVIS code Newburgh Campus: NYC214F00636001. We request confirmation of his/her status before completing a transfer.

SEVIS ID#: ___________________________________________________
Date of last attendance at your school: ____________________________
Date current program ends: ____________________________
Release date for transfer out: ________________________________
Has student maintained F-1 status at your institution:  □ YES  □ NO
Please indicate the dates of any practical training in which the student has participated:
1. ____________________________ 2. ____________________________ 3. ____________________________

Name of DSO completing this form (please print) ____________________________ Title of DSO completing this form ____________________________
Signature ____________________________ Date ____________________________

Name of Institution ____________________________ Telephone Number / Fax Number ____________________________
Mailing Address ____________________________ City, State, Zip ____________________________

Please fax this completed form to SUNY Orange Admissions Office at (845) 342-8662