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SEVIS Transfer Instructions

For students transferring their SEVIS record to Governors State University

INSTRUCTIONS TO STUDENT: Complete the questions below and provide this form to an international student advisor (designated school official) at your current school. You will also need to provide your current school with a copy of your GSU admission letter.

Your Name: _____

Your SEVIS ID: N_____

Requested transfer release date of your record to GSU: ____ / ____ / ____
mm dd yyyy

Work with your current school on choosing a transfer release date. GSU requires your record no later than the following:

Fall start: Mid-August prior to the start of classes

Spring start: Early January prior to the start of classes

Summer start: Early May prior to the start of classes

INSTRUCTIONS TO INTERNATIONAL STUDENT ADVISOR: The above named student is requesting to transfer their SEVIS record to Governors State University (GSU). Please see the statement below before transferring this student's record. **This form does not need to be returned to GSU or to the student.**

By initiating the transfer of this student's record within SEVIS, you confirm that all of the following statements are true:

1. This student has shown you acceptable proof of admission to Governors State University.
2. This student is currently maintaining valid F-1 status at your institution per DHS regulations.
3. This student's SEVIS record is currently in ACTIVE status.

If all of the statements are true, please proceed with the transfer; no written or verbal confirmation with our office is necessary. If any of the statements above are not true, please do not transfer this student's record. Instead, please email ois@govst.edu with specific information about this student's situation so we may determine the next course of action.

GSU's SEVIS School Code: CHI214F00656000

GSU's Campus Site Name: Governors State University

If you have any questions or concerns about this transfer or this student, please email ois@govst.edu.