

**International Student Services  
SEVIS Transfer Release/I-20 Request Form**

**I. Student**

*Please complete and sign this section of the form. Once you have signed it, please ask the International Student Advisor/Designated School Officer at the U.S. school you currently attend, or most recently attended, to complete the bottom section and submit the form to Community College of Philadelphia at the address below or via fax to 215.751.8895.*

Last (Family) Name:	First (Given) Name:	CCP Student ID#(on your acceptance letter):
U.S. Address:		
U.S. Phone Number:	Email Address:	
Date of Birth (MM/DD/YYYY):	Country of Birth:	Country of Citizenship:
Current School Name:	Semester you intend to begin at CCP:	
<b><i>I authorize the information requested below be forwarded to Community College of Philadelphia:</i></b>		
Student Signature: _____		Date: _____

**II. To the International Student Advisor/Designated School Official**

*The above-named student has been admitted to Community College of Philadelphia (School Code: PHI214F00262000). Please complete and submit this form to the address provided below or via fax to 215.751.8895.*

1. Is this student's data in SEVIS?	If yes – SEVIS ID:
2. What is their current immigration status? (Initial, Active, Terminated, etc) <b>**Please do not 'complete' the student's record before releasing it to our office**</b>	
3. Dates of enrollment at your institution:	
4. To the best of your knowledge, was the student maintaining legal non-immigrant status while enrolled at your institution? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain:	
5. Is the student eligible to continue at your institution? If no, please explain.	
6. Has the student used any periods of Curricular or Optional Practical Training?	
7. Expiration date of student's current Form I-20:	Transfer Release Date:

DSO Name: _____	Title: _____
DSO Signature: _____	Date: _____
Phone Number: _____	Email: _____
Institution Name and Address: _____	

**Submit this form to: International Student Services Office • Community College of Philadelphia • Philadelphia, PA 19130  
Email: [international@ccp.edu](mailto:international@ccp.edu) • Tel. No: 215.751.8863 • Fax No: 215.751.8895**