



Ozarks Technical Community College
International Programs Office

TRANSFER OUT REQUEST

Dear International Student,

If you are planning to transfer from OTC to another school in the U.S. you must submit a request to transfer form and submit to our office to process. Please attach proof of admission to the school to which you will be transferring.

Name: _____

Student ID: _____ SEVIS ID: _____

Email: _____ Phone: _____

Requested SEVIS release date

(Last semester/summer session registered at OTC): _____

New School Information

Name of school to be released to

(Complete school name, including campus if applicable): _____

New school SEVIS code (if known): _____

New program begin date (start of classes): _____

New school International Office phone or email: _____

Certification by Student

I certify that I have been accepted to the school named above, and understand that my SEVIS record will be transferred to that school on the requested SEVIS release date.

Signature: _____ Date: _____