



## **TRANSFER OUT INSTRUCTIONS**

An F-1 student is eligible to transfer to another school or program of study.

To start the process of transferring, you must upload the following documents:

- Copy of your official acceptance letter to the school you wish to attend
- Transfer form provided by your new school (that must be completed by the ISSC at UMass Dartmouth before your record is released).

If you plan to finish your current semester here at UMass Dartmouth the transfer out date must be **AFTER** the end of the semester.

If you have just finished an academic degree program at UMass Dartmouth, you will have to request a transfer to another institution **prior to the end of the 60-day grace period allowed upon completion of your program of study**. The ISSC takes three to five business days to process the transfer of your SEVIS record.

If you have not finished your degree program, you must **officially withdraw** from the University.

It is important to get a new Form I-20 (signed by your new advisor and you) as soon as possible.

To transfer out, students should navigate [here](#).

You will need to sign in with your UMass Dartmouth email and password.

- Upload your new school's Admission Letter
- Upload your new school's Transfer Form

**\*\*Navitas/GSSP students:** Select the appropriate box within the e-form to indicate that you are a Navitas/GSSP student.