



West Valley College Transfer Eligibility/Status Letter

In Country Applicants ONLY

This letter is to confirm whether your student is eligible to transfer to another US based school in the SEVIS system. Students fill out Part 1 – Advisors/PDSO/DSO please fill out Part 2.

Part 1. This portion is to be filled out by the student **ONLY** if attending a USA based school, college or university:

**Student's name _____

Current Address _____

Street name and number _____

City _____ State _____ Zip code _____

Telephone _____ E-mail _____

I give permission for my present school to release the information requested on this form (must be signed).

Signature _____ Date _____

Part 2. ***TO BE COMPLETED BY THE INTERNATIONAL STUDENT ADVISOR/COUNSELOR/PDSO/DSO:

Please fill out the following areas and check all that apply to your student.

Admission number _____

SEVIS ID # (if available) _____

Current I-20 End Date _____

1. Is this student currently attending the school that s/he was last authorized by the ICE to attend? Yes No

- Student did not report to this school
- Student reported to this school, but did not complete registration or attend classes.
- Student is currently enrolled in a full-time program, and has been enrolled since _____
- Student began studying in this program on _____ and completed the course of study on _____
- Student did not complete the course of study. His/her last day of attendance was _____
- Student is in reinstatement or change of status proceedings, the WAC number, if known, is _____
- Other _____

2. Has this student cleared all financial obligations with your institution? Yes No
If no, please explain on the reverse side.

3. To the best of your knowledge, is this student "in-status" with the DHS? Yes No
If no, please explain on the reverse side.

Signature of School P/DSO-Advisor/Counselor _____ Name & Title _____

School Address _____ Phone Number including area code _____

Date _____ [School Seal]

Please return this form to: West Valley College, Sara W. Patterson, PDSO or Dr. Wanda Wong, DSO International Student Admissions Office, 14000 Fruitvale Avenue, Saratoga, CA 95070-5698

*****Advisors: Please note - Sealed forms are required, sent by you, not the student - Transfer Clearance Forms will not be accepted if unsealed. This form needs to be sent directly from the DSO/PDSO to our college at the above address.**