



This guide is to assist F-1 students currently enrolled at another United States (US) school that wish to transfer to Florida Poly and have received a Florida Poly Admission Offer Letter.

- Students that have not been accepted must submit an [International Admissions application](#).

To be eligible to transfer from your current school, you must have an “Active” F-1 SEVIS Record, have maintained your F-1 status throughout your enrollment, and begin your new program within 5 months from your previous program completion date.

- Students on a period of F-1 post-completion Optional Practical Training (OPT), including STEM OPT, must have met all OPT reporting requirements and not have exceeded the maximum days of unemployment allowed.

Please be aware that some students may not be eligible to transfer a SEVIS record between schools if they are not meeting status, or do not meet the transfer requirements. For additional information please refer to the immigration regulations for [F-1 transfers](#) or contact a DSO at ISS@floridapoly.edu.

How do I transfer my F-1 SEVIS Record?

1. Upon receiving the Florida Poly admissions offer letter, complete the [I-20 Request](#) and [SEVIS Transfer Request](#), then submit with all additional required items to ISS@floridapoly.edu.
 - a. All forms additional items must be received before an I-20 can be issued.
2. Pay the enrollment deposit to confirm your intent to enroll and complete all tasks on the [F-1 Transfer Checklist](#) before the first day of classes.
 - a. You will not be eligible to enroll until the DSO at your current school transfers your SEVIS record, you have submitted all required forms and additional documentation, and your transfer checklist tasks are completed by the required deadlines stated.