

Transfer From Glendale Community College: Immigration Process

Academic Transfer vs Immigration Transfer

F-1 students who plan to transfer from GCC to another school in the United States must request an immigration transfer within 60 days of their last day of classes. This is required to keep valid immigration status. This is different from applying to another school as a transfer student. The immigration transfer moves your SEVIS record to your new school so they can create your new I-20.

When should I request a transfer?

You can only request an immigration transfer after you have been accepted by the school you want to attend. You may request a transfer to only one school, so wait until you are sure about your choice. Follow the steps below to properly request a transfer of your immigration record:

1. Be admitted to the new school. You must have received your admission letter to request a transfer.
2. Submit the [Transfer Out Request form](#) to gcciso@glendale.edu no later than 50 days after your last day of class. We must process your request no later than the end of your 60-day grace period. Some schools may also have their own transfer in or transfer verification form for us to complete. If so, attach this to your Transfer Out Request Form so we can communicate with them about this request.
3. GCC ISO will release your record electronically to the new school on the **day after** the end of the current term. If you are currently on OPT, you must complete the “release date” section of the Transfer Out Request Form. Your record will be transferred on that date and your OPT work authorization will end in that same day.
4. On the release date, the new school will be able to issue an I-20 to you. Your GCC I-20 will no longer be valid and ISO can no longer update your immigration record. Contact your new school about receiving your new I-20.

Submitting a transfer out request does not end your enrollment requirement. Students who are currently enrolled must finish the current term to be eligible for an immigration transfer, unless the new school starts right away. You cannot drop classes without violating your F-1 status. If you violate your F-1 status, you will not be able to transfer. You will need to leave the United States and apply to your new school from outside the country.

What is a Transfer Release Date?

The release date is the date that the new school will have access to your SEVIS record. Students may apply to many schools, but the SEVIS record can only be transferred to one school. Once the record is transferred from GCC to the new school, it cannot be changed.

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What is the latest release date I can select?

For most students, the transfer release date will be:

- **Current Students:** the day after the current semester ends.
 - If you submit your request after the current semester ends, your record will be transferred on the day it is processed. This usually happens within 2 business days.
- **Students on Post-Completion OPT:** the day after the last date of your OPT authorization.

If you want a different release date, you must specify this on the [Transfer Out Request form](#). Your release date can be no later than the end of your 60-day grace period. The grace period ends 60 days after the last date of the semester OR the end of the OPT period, whichever is later.

When must I start classes at my new school?

Your new program must start within 5 months of the last date of enrollment or end date of your OPT. If the start date of the program at the new school will be more than five months, you do not qualify for a transfer. You will need to return home and apply for a new I-20 from that school.

What are the benefits of an immigration transfer? Why should I do it?

The benefits of an immigration transfer are:

- You keep your SEVIS ID and do not need to pay a new SEVIS fee;
- You may use your new school's I-20 to travel and reenter the US more than 30 days before the start of your program; **and**
- Your time spent in status counts for future benefits. This means that if you already have had one academic year of study at GCC before transfer, you are immediately eligible for benefits like CPT, OPT, special student relief, and severe economic hardship at your new school.

What happens if I have applied for schools but do not get accepted before the end of my 60 Day Grace Period?

You must take one of the following actions by the end of your 60-day grace period:

- Request your transfer
- Apply for OPT (must have graduated)
- Return to GCC for another academic program
- Depart the US

It is a good idea to inform your school of your 60-Day Grace Period deadlines to help ensure you receive an admissions decision in time to take one of the actions listed above.