

# MONTGOMERY COLLEGE International Student Office

## F-1 Transfer Clearance/Certification Form

This form AND "Release" of access to the SEVIS I-20 data record is required to issue a form I-20

### **[Section I]—Student must complete and SIGN this section.**

I give permission for the information requested below to be sent to Montgomery College, \_\_\_\_\_.  
(name of campus)

\_\_\_\_\_  
(Last Name/Family Name) (First Name) (Middle Name) (Country of Citizenship)

\_\_\_\_\_  
(Signature) (Date) (Montgomery College Student ID number – if known)

Will student TRAVEL OUT OF THE UNITED STATES BEFORE ENROLLING AT MONTGOMERY COLLEGE? \_\_\_\_\_  
Yes or No

### **[Section II]—Current or former school's DSO (International/foreign student adviser) completes this section.**

1. Is this student eligible for In-status transfer in the SEVIS system?  
Yes \_\_\_\_\_ No \_\_\_\_\_ (please explain in #7)
2. Student's LAST DATE OF ATTENDANCE (OR END OF AUTHORIZED VACATION or OPT)? \_\_\_\_\_
3. Has this student met all financial obligations while attending your institution?  
Yes \_\_\_\_\_ No \_\_\_\_\_ (if no, please provide name of sponsor \_\_\_\_\_)
4. Has this student ever been granted approval to enroll less than full-time?  
Yes \_\_\_\_\_ Dates \_\_\_\_\_ Types \_\_\_\_\_ Educational Level \_\_\_\_\_  
(please put any additional comments in #7) No \_\_\_\_\_
5. Authorized Practical Training: Type: \_\_\_\_\_ Education level: \_\_\_\_\_  
Dates: \_\_\_\_\_
6. SEVIS Release Date\*\*: \_\_\_\_\_ SEVIS ID# \_\_\_\_\_  
**\*\*PLEASE RELEASE SEVIS RECORD ONLY UPON PROOF OF ACCEPTANCE TO MONTGOMERY COLLEGE. PLEASE BE AWARE – AN ACCEPTANCE LETTER WILL BE PROVIDED DIRECTLY TO THE STUDENT ONLY AFTER ADMISSION TO THE COLLEGE AND AFTER RECEIPT OF THIS FORM**
7. Additional comments: (if needed you may use the back of this form)

\_\_\_\_\_  
(Signature of Designated School Official) (Title) (Date)

\_\_\_\_\_  
(Printed or Typed Name of Designated School Official) (email address)

\_\_\_\_\_  
(Name and Location, City and State, of School) (Phone Number)

### **[Section III]— Designated School Official PLEASE fax or mail this form to the Campus noted by the student above – attention: "International Student Coordinator"**

**GERMANTOWN CAMPUS**  
Applied Sciences Building  
20200 Observation Drive  
Germantown, MD 20876  
FAX: (240) 567-7815

**ROCKVILLE CAMPUS**  
Student Services Room 115  
51 Mannakee Street  
Rockville, MD 20850  
FAX: (240) 567-5037

**TAKOMA PARK CAMPUS**  
7600 Takoma Ave ST 146  
Takoma Park, MD 20912  
FAX: (240) 567-1497