



NOTICE TO STUDENTS TRANSFERRING TO SANTA MONICA COLLEGE

Congratulations! You have been admitted to the International Student Program at Santa Monica College. Since you are a transfer student, you now need to contact your previous school to ask for a release of your SEVIS record.

Please complete the bottom half of this form and send it to your previous school with a copy of your admission letter as soon as possible. Please note your SEVIS record needs to be released to Santa Monica College within 60 days of your last date of attendance at your previous school.

To: _____
(Name of Last School Attended)

From: _____ Telephone _____
(Name of Student)

Student ID # _____ Date of Birth _____
(at previous school) (Month/Date/Year)

SEVIS Number on I-20 Form: _____
(Example: N0011122233)

Please release my SEVIS record to Santa Monica College (LOS214F00343000) as soon as possible.

Thank you for your assistance.

Sincerely

Signature of Student _____
