

MANCHESTER COMMUNITY COLLEGE

Eligibility Confirmation Form for School Transfer by an F-I Student

The purpose of this form is to confirm eligibility for school transfer processing in accordance with the F-I regulations of the BCIS (Bureau of Citizenship and Immigration Services). This form is required of all international students currently in the U.S. in F-I status, regardless of whether or not the student intends to travel outside of the U.S. before beginning studies at Manchester Community College in Manchester, NH. The student and the Designated School Official must complete this form in order for Manchester Community College to issue a Certificate for Nonimmigrant (F-I) Student Status (Form I-20).

Instructions:

1. Complete "Section 1" on the reverse page.
2. When you have been accepted by Manchester Community College, notify the school you are currently attending of your intent to transfer to Manchester Community College in Manchester, NH.
A Designated School Official at your current school will need to complete "Section 2" of this form. If your record has been entered into the SEVIS system, the Designated School Official at your current institution will also need to
 - (1) Enter into SEVIS your intent to transfer to Manchester Community College in Manchester, NH (formerly: NH Community Technical College – Manchester)
 - (2) Enter into SEVIS a "transfer release date" on which your electronic record will become accessible to Manchester Community College for processing
3. Return this completed **Eligibility Confirmation Form for School Transfer** by an F-I student to the International Student Counselor, CAPS, Manchester Community College (formerly: NH Community Technical College – Manchester), 1066 Front Street, Manchester, NH 03102.

Please include copies of all immigration-related documents listed below:

- a. Copy of the Data page on an unexpired passport including the passport expiration date.
 - b. Copy of I-94 Departure Record.
 - c. Copies of ALL previous I-20's issued by other schools.
 - d. Copy of most recent visa stamp.
 - e. Completed **Eligibility Confirmation Form for School Transfer by an F-I Student**.
4. Report to the International Student Counselor in Room 222 at Manchester Community College no later than 5 days after the start date indicated on your Manchester Community College Form I-20 to complete your transfer process. Bring your passport and all immigration documents with you. Be prepared to take the Accuplacer Placement Test before registering for classes (\$15.00).

SECTION I. (To be completed by student)

Student's Name: _____
LAST FIRST MIDDLE

Date of Birth: _____ Country of Birth _____ Country of Citizenship _____
Month / Day / Year

Address in US: _____

Date you plan to enroll in Manchester Community College: _____

SECTION 2. (To be completed by International Student Counselor or authorized school official)

Transfer applications are not considered complete until this form has been received by Manchester Community College.

I, _____, on _____, grant
(signature of student) (date)
permission for the information requested below to be forwarded to Manchester Community College, 1066 Front Street,
Manchester, NH 03102.

VERIFICATION OF SCHOOL AND F-1 STUDENT STATUS IN SEVIS:

Yes, our school is authorized to enroll international Students in SEVIS.

School Authorization Code _____ 214F _____

Yes, the record for the above-named student has been entered into SEVIS. A SEVIS to SEVIS transfer will be processed by Manchester Community College (formerly NH Community Technical College-Manchester), Manchester, NH (school authorization code BOS214F00764000) in accordance with 8CFR 214.2 (f)(8)(ii)(C).

No, the record for the above-named student has NOT been entered into SEVIS and will not be entered by our school. A Non-SEVIS to SEVIS transfer will be processed by Manchester Community College, Manchester, NH in accordance with 8CFR 214.2 (f)(8)(ii) (B).

No, our school is NOT authorized to enroll international students in SEVIS. A Non-SEVIS to SEVIS transfer will be processed by Manchester Community College, Manchester, NH in accordance with 8CFR 214.2 (f)(8)(ii)(B).

TO THE INTERNATIONAL STUDENT ADVISOR: The student named above has applied for admission and been accepted to Manchester Community College, Manchester, NH. Please forward this form to: **International Student Counselor, CAPS, Manchester Community Colleg, 1066 Front Street, Manchester, NH 03102.**

1. Student's date of entry into U.S. _____ Student's admission number _____
2. Current non-immigrant classification of student _____
3. Date of initial enrollment at your institution _____
4. Was the student enrolled in full-time study last semester? _____ # of credits _____
5. To the best of you knowledge did the student maintain legal non-immigrant status? _____
6. Has the student met all financial obligations to your institution? Yes _____ No _____

DSO Name _____ Institution Name _____

DSO Signature _____ Date _____