

Return to:  
Tammy Fuentez  
International Student Office  
Labette Community College  
200 S 14<sup>th</sup> Street  
Parsons, KS 67357  
Fax: 620.421.2309

**Transfer Eligibility Form**  
for all F-1 students currently in the U.S.  
- transfer to Labette Community College

All students currently in F-1 status at any type of institution in the U.S. must have this form properly completed before a transfer can be effected according to the Immigration and Naturalization Service. Admission to Labette Community College (LCC) will not be denied without this form; however, F-1 legal status cannot be maintained without properly following transfer procedures. It is the student's responsibility to maintain his or her F-1 status and to complete the instructions as described below for a transfer.

---

**To the Student:**

Complete Section 1 of this form. Have the DSO at the institution from which you are transferring complete Section 2. It is preferred you have this form sent directly to LCC.

Upon arrival at LCC, you will be required to check in with the International Student Office, Second Floor Student Union. You should bring all of your travel documents: passport, visa, I-94, previous I-20's, your LCC I-20, and this form (if it has not already been sent to us). To maintain F-1 Status, you should complete #11 on the LCC I-20 and bring it in to the International Advisor/Recruiter within 15 days of beginning attendance at LCC.

**SECTION 1** To be completed by the student

Family Name: \_\_\_\_\_

Given Name(s): \_\_\_\_\_

Date of Birth (mo/day/year): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Semester for which you will enroll at LCC:

Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

Name of school last authorized to attend in the U.S.:

\_\_\_\_\_

*I authorize the release of information requested on this form for the purpose of the transfer schools.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Return to:  
Tammy Fuentez  
International Student Office  
Labette Community College  
200 S 14<sup>th</sup> Street  
Parsons, KS 67357  
Fax: 620.421.2309

**Transfer Eligibility Form**  
for all F-1 students currently in the U.S.  
- transfer to Labette Community College

**SECTION 2** To be completed by the Designated School Official (DSO) of the school last authorized to attend

**8 CFR 214.2 (f)(8)** An F-1 student who is maintaining status may transfer to another Service-approved school by following the notification procedure prescribed in paragraph (f)(8)(ii) of this section. An F-1 student who was not pursuing a full course of study at the school he or she was last authorized to attend is ineligible for school transfer and must apply for reinstatement under the provisions of paragraph (f)(16) of this section.

Dates of attendance \_\_\_\_\_ to \_\_\_\_\_

Periods of authorized Practical Training (please list beginning and ending dates)

Full-time Curricular \_\_\_\_\_

Part-time Optional \_\_\_\_\_

Full-time Optional \_\_\_\_\_

*As the Designated School Official completing this form, I verify the information above is accurate to the best of my knowledge.*

\_\_\_\_\_  
Signature Date

Typed/Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_@\_\_\_\_\_.\_\_\_\_\_

Name & Address of School: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_