



# TRANSFER NOTIFICATION FORM

## FOR INTERNATIONAL STUDENTS

In order to complete your admission to Tarrant County College (TCC), please complete Part I of this form and forward it to the International Student Advisor or the Designated School Official at the institution you are presently attending. Your signature is required and indicates your approval that the school may provide the information needed below. **Note: The information on this form is confidential and will be used only by the TCC International Admissions Office.**

### **PART I: TO BE COMPLETED BY STUDENT FOR ADMISSION**

Student's Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ TCC ID Number: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **PART II: TO BE COMPLETED BY DESIGNATED SCHOOL OFFICIAL**

Please provide the following information on the above-mentioned student who has expressed an interest in transferring to TCC. The information is required to complete the student's transfer application and will remain confidential. If the answer to any of these questions is "no", please provide details in the comments section.

1. Current Visa status (F-1, J-1, etc.): \_\_\_\_\_ SEVIS ID#: \_\_\_\_\_ \*\*\*Release Date: \_\_\_\_\_
2. Enrollment Dates: \_\_\_\_\_ through \_\_\_\_\_  
First Semester (mm/dd/yy) Last Semester (mm/dd/yy)
3. Is student on OPT?  Yes (Date of Expiration) \_\_\_\_\_  No
4. Is the student currently in legal status? Yes  No   
(If the answer is no, please state what action, if any, has been taken).
5. Has the student's academic and disciplinary status been satisfactory? Yes  No
6. Has the student met their financial obligations to the school? Yes  No
7. Is the student's English proficiency adequate for a full-time academic program? Yes  No
8. Is the student eligible to return to your institution? Yes  No

### **COMMENTS:**

**NOTE: \*\*\*Please do not release the SEVIS record until the student gives you a copy of his or her acceptance letter. Also, please inform us of any changes in the above report. Thank you for your time and attention to this matter.**

\_\_\_\_\_  
Name and Position of Official

\_\_\_\_\_  
Signature and Date (month/day/year)

\_\_\_\_\_  
Name & Address of Institution/City/State/Zip Code

\_\_\_\_\_  
Phone Number

**After completing the above information, please return this form to the address or fax number below.**

Office of International Admissions  
Tarrant County College  
300 Trinity Campus Circle  
Fort Worth, TX 76102

Phone: (817) 515-1570  
Fax: (817) 515-0622  
E-mail: [internationaladmissions@tccd.edu](mailto:internationaladmissions@tccd.edu)  
Website: [www.tccd.edu](http://www.tccd.edu)