



## International Student Transfer-In Form

(This form is only to be used by students transferring from one U.S. college to another)

**THIS FORM IS TO BE COMPLETED BY THE INSTITUTION YOU ARE CURRENTLY ATTENDING.**

### Cuyahoga Community College (Tri-C) Enrollment Centers

Eastern Campus  
4250 Richmond Road  
Highland Hills, Ohio 44122  
Phone: 216-987-2118  
Fax: 216-987-2214

Metropolitan Campus  
2900 Community College Ave.  
Cleveland, Ohio 44115  
Phone: 216-987-4167  
Fax: 216-987-3129

Western Campus  
11000 Pleasant Valley Road  
Parma, Ohio 44130  
Phone: 216-987-5203  
Fax: 216-987-5514

Westshore Campus  
31001 Clemens Road  
Westlake, Ohio 44145  
Phone: 216-987-5884  
Fax: 216-987-5830

Each international student applicant applying to Cuyahoga Community College and attending a U.S. high school (as an F1 visa holder only), college, university or English language institute must submit this International Student Transfer Recommendation, in addition to official transcripts of grades/performance reports. Please forward this form to the appropriate office or person (usually the International Student Advisor) at your school for completion. Your signature indicates you are giving permission to answer the questions below. This report is a necessary part of your application to Cuyahoga Community College.

The student completes the following information: The Family Education Rights and Privacy Act of 1974, as amended, (PL. 93-380) allows a candidate for admission to waive his or her right of access to confidential letters or statements written on his or her behalf if the recommendation is used solely for the purposes of admission, and if the candidate, upon request, is notified of the names of all persons making such a recommendation on his or her behalf. The College does not require that you make such a waiver as a condition of admission. However, under the legislation you have the option of signing such a waiver as follows: I do ☒ do not ☐ waive my right of access to this recommendation and any appropriate attachments on behalf of my application for admission to Cuyahoga Community College. This waiver is effective insofar as the recommendation is used solely for the purpose of admission. (Note: if you do not make a selection, your signature will be taken as your consent to waiving your right of access to this recommendation.)

Applicant Name:

Last Neupane First Samir Middle/Maiden \_\_\_\_\_ Date: 11/14/2021  
Applicant Signature: \_\_\_\_\_ Country of Citizenship: Nepal

The student's current International Student Advisor must complete the items below before an acceptance letter can be issued:

1. This student is attending or did attend our institution under approved F-1 Visa status. ☐ Yes ☐ No
2. Would the student be permitted immediate continuation or return to your institution? ☐ Yes ☐ No
3. Please give dates of attendance at your institution: From \_\_\_\_\_ to \_\_\_\_\_
4. Do you recommend this student for transfer to Cuyahoga Community College? ☐ Yes ☐ No  
☐ No recommendation
5. What is the last date that the student will be attending your school? \_\_\_\_\_
6. Is the student's I-20 currently in good status (not terminated in SEVIS for attendance or grade issues)? ☐ Yes ☐ No
7. If you would clear this student for transfer, on what date will you release the student in SEVIS? \_\_\_\_\_
8. What is the student's SEVIS number? \_\_\_\_\_  
(This answer will always be 11 digits, always beginning with an N, example: N0012253739.)

Institution Name: \_\_\_\_\_ SEVIS School Code: \_\_\_\_\_

Advisor Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

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