



Transfer-Out / Exit Survey

To transfer your SEVIS records (i.e. Form I-20), submit the following form and provide a copy of your acceptance letter from your new school. Your new school will also require you to complete a Transfer Verification Form to verify your status as an F-1 student. You will only be issued a new I-20 when the transfer of your SEVIS has been completed. Your SEVIS record (I-20) will be transferred on the date you set below. Please note the following:

- **Transfer Dates:** may not occur before your last class/session date or before notification of acceptance.
- **Travel:** Do not travel out of the country until you have received your I-20 from your new school. If you have an F-1 Visa stamp on your passport, you do not need to get a new visa if your current visa is unexpired.
- Settle any outstanding tuition balance with CTSB before completing the transfer verification form.

Name: _____ SEVIS #: _____
Last First Middle (INITIAL)

Program	<input type="checkbox"/> Master of Business Administration (MBA) <input type="checkbox"/> Associate of Arts in Accounting (AA)	
Contact Information	Email: _____	Phone: _____
Transfer Out Institution	Name of Institution: _____	Transfer Date: _____
	SEVIS Location Code (if Known): _____	

Please note that you have a 60-day grace period from the day you complete your program to complete any of the exit plan options below. You cannot work during the 60-day grace period. This includes on-campus employment.

Exit Plan Options	<input type="checkbox"/> Transfer to a new school in US – (complete and submit your SEVIS transfer form to your new school and submit your acceptance letter to CTSB and answer questions below) <input type="checkbox"/> Apply for OPT – Complete and submit OPT Packet <input type="checkbox"/> Return to Home Country. Provide estimated departure date _____ <i>(note that you have 60 days after program completion date to depart the country)</i> <input type="checkbox"/> Change status to another nonimmigrant status or to an immigrant category. Please specify _____ <i>(CTSB cannot provide assistance in this process but will need to know what status you plan to change to.)</i>	
If you selected 'Transfer to a new school in the US', answer the questions below:		
What type of institution are you transferring to?	<input type="checkbox"/> Transferring to a University <input type="checkbox"/> Transferring to a language school	<input type="checkbox"/> Transferring to a Community College <input type="checkbox"/> Others (Specify) _____
What are your educational plans after leaving CTSB?	<input type="checkbox"/> Complete a Certificate <input type="checkbox"/> Complete a Bachelor's Degree <input type="checkbox"/> No plans	<input type="checkbox"/> Complete an Associate Degree <input type="checkbox"/> Complete a Master's Degree (or higher) <input type="checkbox"/> Others (Specify) _____

I am requesting that California Trinity School of Business transfer my SEVIS record on the above date. I understand that after this date, I will no longer be able to work at CTSB.

Signature of Student Date

Signature of Registrar Date



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We are sorry to see you go. Please provide your honest response to the questions below. Your responses DO NOT impact your student account, SEVIS status, or future transactions at CTSB. Your inputs are invaluable to us and will help the school improve its services to its students.

If transferring to another school in the US, please specify reason for transferring	<input type="checkbox"/> Tuition Costs <input type="checkbox"/> Lack of my Major	<input type="checkbox"/> Academic Rigor <input type="checkbox"/> Other (Please specify) _____			
Please rate the CTSB administrative staff in terms of following aspects	Poor	Fair	Good	Very Good	Excellent
1. Access, expertise and availability of administrative staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Student services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Quality of teaching faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Availability of classes and class schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. School facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were there areas that you would like to see improved? Please explain.					
Would you recommend CTSB to another student? Why or why not?					
Overall, how satisfied are you with your educational experience at California Trinity School of Business	Very Dissatisfied <input type="checkbox"/>	Dissatisfied <input type="checkbox"/>	Neutral <input type="checkbox"/>	Satisfied <input type="checkbox"/>	Very Satisfied <input type="checkbox"/>
Is there anything else you'd like to share or comment about your overall experience at California Trinity School of Business?					