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[www.nygcinstitute.com](http://www.nygcinstitute.com)

**Instruction to students:** Please complete the **Section1** of this form and ask your International Student Advisor at your current school to complete **Section2**.

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**Section1: To be completed by the transferring student** Admission #(I94) \_\_\_\_\_

Family Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initials \_\_\_\_\_

Date of Birth \_\_\_\_\_ Phone \_\_\_\_\_

I hereby authorize the requested information below to be forwarded to New York General Consulting, Inc.

Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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**Section 2: To be completed by the International Student Advisor (DSO)**

The above student is applying for transfer to New York General Consulting, Inc. Please provide the information requested below:

What is the student program of study? \_\_\_\_\_

Is the student entered in SEVIS? \_\_\_\_\_ SEVIS ID \_\_\_\_\_

The student's last day of attendance was/will be \_\_\_\_\_

Did the student maintain full-time status? \_\_\_\_\_

What is the student's release date? \_\_\_\_/\_\_\_\_/\_\_\_\_

If the student was not maintaining their status, please indicate in the comment section below.

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Name (Print) \_\_\_\_\_ Title \_\_\_\_\_ Institution \_\_\_\_\_

Phone \_\_\_\_\_ Address \_\_\_\_\_

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