



Richland College

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

**TRANSFER CLEARANCE FORM**

Richland College, 12800 Abrams Road, Dallas, TX 75243, Tel. 972-238-6291, Fax. 972-238-6165, SEVIS Code: DAL 214F 00464 000

**This portion is to be filled out by the student**

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

SEVIS I-20 ID# \_\_\_\_\_

I give permission to my present school to release the information requested on this form.

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

**This portion to be filled out by the Designated School Official**

SEVIS record to be released upon proof of acceptance. Anticipated release date: \_\_\_\_\_

Please mark all statements that are true about this student:

- Student is currently in good standing and is eligible to transfer.
- The student has cleared all financial obligations with our institution.
- Student is on academic probation or suspension.
- Student is on OPT. Expiration date: \_\_\_\_\_

**Students who are out of status or on suspension/dismissal are not eligible to transfer. Please do not transfer student.**

*\*SEVIS ALERT\* Transfer to Richland College in the SEVIS system should only be done upon confirmation of admission to Richland College.*

\_\_\_\_\_  
Signature of DSO Name and Title of DSO Date

\_\_\_\_\_  
Name and Address of Institution

\_\_\_\_\_  
Phone Fax Email