

## VUST TRANSFER-OUT POLICY

for International Students

Policy Revised Date: 7/18/2022

- 1. All new international students are required to complete at least two academic terms at VUST before transferring from the University. (Many US-based universities have similar policies; however, they operate on a semester-based system that is typically 15-16 weeks long. VUST offers classes on a 10-week term schedule. Therefore, two academic terms equal to 20 weeks of study.)
- 2. An international student's I-20 status would be terminated with VUST if the student decided to transfer out before the completion of two (2) academic terms.
- 3. Students who would like to transfer out after completing two academic terms at VUST, will have to pay \$250 transferring/withdrawal fee.
- 4. A complete transfer-out form along with an acceptance letter must be submitted to DSO at least two (2) weeks before the new term begins. If a student misses this deadline, they must complete the upcoming term. Otherwise, the university reserves the right to terminate their SEVIS status.
- 5. This policy is effective immediately.

Please contact VUST DSO at <u>mamoon.w@vust.us</u> or PDSO at <u>dr.martinma@vust.us</u> with any questions.