REQUEST FOR TRANSFER OF F-1/J-1 SEVIS RECORD FROM THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

Homeland Security requires that an international student’s eligibility to transfer to another institution in the United States be confirmed prior to the issuance of new immigration documents. Part 1 should be completed by the student who is transferring out of The University of Alabama in Huntsville and sent to isss@uah.edu for final signature. You must attach a copy of your acceptance letter to the new school with this form when emailed.

IMPORTANT: Students must maintain an active/valid status until the time of transfer. Students not in an active/valid status will be transferred in a terminated status and will have to seek F-1 Reinstatement or J-1 Reinstatement through the new institution. If the new institution will not accept a terminated SEVIS record, the student will have to seek a new SEVIS I-20/DS-2019 for initial attendance from that institution and travel abroad and re-enter the U.S. on a valid visa to obtain F-1/J-1 status. Please consult the international services office at the new institution concerning your options for travel and re-entry on a new, initial SEVIS I-20/DS-2019.

PART 1: TO BE COMPLETED BY THE STUDENT

Full Name (as in passport): __________________________________________________________________________
Family/Last Name   Given/First Name

E-Mail Address: ______________________________ A Number: _________________________________

Current Visa Status: __ F-1 __ J-1 Current Program: __ Bachelor’s __ Master’s __ PhD

Date you will complete/end your program/studies at UAH (month/day/year): ______________________________

Date you would like your SEVIS record to be released to the new institution (month/day/year): ______________________

Date you will begin studies at the new institution (month/day/year): __________________________

*The date that your I-20 is released from UAH to the new school, all work permission authorized by UAH is no longer valid, this includes OPT*

New Institution Name & Location (do not use abbreviations): __________________________________________________

New Institution’s International Student Office Email: _____________________________________

By signing below, you request the Office of International Services to release your SEVIS Record to the Institution listed above.
Student’s Signature: ________________________________ Date: _____________________

ATTACH A COPY OF YOUR ACCEPTANCE LETTER TO THE NEW SCHOOL WHEN YOU EMAIL THIS FORM.

PART 2: TO BE COMPLETED BY THE OFFICE OF INTERNATIONAL SERVICES

DROP CLASSES CONTACT DEPARTMENT UPDATE TRANSFER LIST PULL STUDENT FILE

UAH DSO/ARO: ________________________________ SEVIS Release Date: _____________________

NOTES: