



INTERNATIONAL STUDENT TRANSFER FORM

(To be completed by International Students who have been studying in the U.S. prior to coming to Tufts University.)

Please complete the top portion of this form, and have the bottom portion completed by the International Student Advisor at the school you currently attend.

TO BE COMPLETED BY THE STUDENT:

Family Name: _____ Given Name: _____

Social Security or ID Number: _____ I-94 Number: _____

I hereby grant permission for the information requested to be forwarded to Tufts University.

Signature Date

TO THE DESIGNATED SCHOOL OFFICIAL (DSO) or Alternate Responsible Officer (ARO):

The above named student has been admitted to Tufts University. In accordance with pertinent USCIS regulations, we request that you confirm her/his status at your institution so that we may process a transfer in SEVIS.

Please complete the following and return this form to the student or mail or fax to:
Tufts University, Summer Session, 108 Packard Avenue, Medford, MA 02155, Fax 617-627-3295

What is the student's SEVIS ID? _____

What is the student's SEVIS "transfer release date"? _____

Is the Information completed by the student above correct? Yes No

To the best of your knowledge, is this student currently maintaining status under the regulations of the US Citizenship and Immigration Services? Yes No

If No, please explain: _____

Is/was the student pursuing a full course of study? Yes No

Please indicate the student's dates of attendance (not I-20 or DS-2019 form dates) at your institution: _____ to _____

Please list any periods of Optional or Curricular Practical Training Or Academic Training: _____

Signature of DSO or ARO and Date

Name and Title of DSO or ARO

Name and Address of Institution

Telephone Number

Procedures for F-1 and J-1 Students Transferring to Tufts University from another school in the U.S.

If you are transferring to Tufts University from another U.S. school, you must follow the procedures outlined below:

1. Notify the school you currently attend that you wish to transfer to Tufts University. Ask the designated school official there to:
 - a. Enter into SEVIS your intent to transfer to Tufts University. Please note that in SEVIS, our campus appears as Tufts University/Medford (BOS214F00358000) for F-1 Visas or Tufts University/Medford (P-1-00829) for J-1 Visas.
 - b. Enter into SEVIS a “transfer release date.”
 - c. Complete the bottom portion of the **International Student Transfer Form** on the front of this sheet.
2. Send the **International Student Transfer Form** to our office. If we do not already have on file copies of your pertinent immigration-related documents, please send copies of those as well. We cannot issue a new I-20 or DS-2019 form to you until we have the following documents in our office:
 - a. A copy of your unexpired passport identity page.
 - b. A copy of your I-94 Arrival/Departure Record (the small, white card stapled to your passport).
 - c. Copies of previous I-20s or DS-2019 forms issued to you by other institutions.
 - d. Completed **International Student Transfer Form**.

Please note also that we must wait until after the “transfer release date” entered into SEVIS by your current school (1.b. above) before we can issue your new I-20 or DS-2019 form.

3. You must report to our office, the International Center (20 Sawyer Ave) no later than 15 days after the start date on your Tufts I-20 or DS-2019 and request that we complete the transfer process. Failure to report to our office within this time period is a violation of your nonimmigrant status. Bring your new Tufts I-20 or DS-2019 form with you.
4. If all your documents are in order, a designated school official will notify USCIS of your transfer to Tufts University through SEVIS. The advisor will issue a new I-20 or DS-2019 form to you. This becomes your current, valid I-20 or DS-2019 form; keep together with all of your previous I-20s or DS-2019 forms.

**IMPORTANT NOTE:
FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN
VIOLATION OF YOUR IMMIGRATION STATUS**