

International Student Transfer Form

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

To the International Student Please complete the top portion of this form, and have the bottom portion completed by a Designated School Official and/or Responsible Officer at the school you currently attend.

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 his/her status at your institution so that we may process a transfer in SEVIS.

Tufts University/Medford (**BOS214F00358000**) for F-1 visas or Tufts University/Medford (**P-1-00829**) for J-1 visas.

PART I - TO BE COMPLETED BY STUDENT

Last Name _____ First Name _____ Middle Name _____

Date of Birth _____ Email _____ Phone _____

Degree Sought _____ School/Department _____

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

Signature _____ Date _____

PART II - TO BE COMPLETED BY DSO/ARO

Student's SEVIS ID Number _____ Transfer Release Date _____

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

Is this student currently maintaining status under USCIS regulations? Yes No

If no, please explain _____

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

From _____ To _____

Please list any periods of Optional and/or Curricular Practical Training OR Academic Training

Name of DSO/ARO _____ Title _____

Signature _____ Date _____

Institution _____ Phone/Email _____

Please return this form to the student or mail or fax to:

Tufts University, International Center, 20 Sawyer Ave, Medford, MA 02155, Fax 617-627-6076

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 DSO/RO 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 copies of your pertinent immigration-related documents on file, 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**