

University of South Florida
International Services

J-1 Exchange Visitor (Scholar) Transfer-OUT Form

INSTRUCTIONS:

This form should be completed by J scholar who is seeking to transfer program sponsorship from USF to another institution. The form must be received by International Services before the effective date of the transfer and no later than the end date of on the current DS-2019.

SECTION A: J Scholar must provide the following.

SEVIS #: N _____

Family Name: _____ Given Name: _____

Current US Address: _____

Current Telephone: _____ Email: _____

I request a transfer of my program to: _____

Name of New Institution/Program Sponsor: _____

Program Number: _____ Effective Date of Transfer: _____

Field of research/teaching/activity at new institution: _____

I understand that I must end any USF employment prior to the transfer of my record to the new institution. I will report to the new institution as soon as possible after arriving at the new location.

Scholar's Signature: _____ Date: _____

SECTION B: Current USF Supervisor or Department Head

This confirms that I am aware of and have no objection to the transfer of the above named scholar from USF.

Last date at USF: _____

(After this date, the scholar may no longer be employed at USF)

Comments: _____

Supervisor's name & title: _____

Supervisor's signature: _____ Date: _____

For International Services Office Only:

Date Form Submitted: _____ Date Transfer entered into SEVIS _____ to be effective on _____

RO/ARO Signature: _____ Date: _____