SEVIS J-1 TRANSFER OUT FORM

Step 1: Complete this form and bring it to ISSSO. Exchange visitor desiring to transfer out to another school should complete this form and bring it to International Student & Scholar Services Office (ISSS) at Student Center North, Room N203. If you need more information, please phone: 713-743-5065.

Name ________________________________  PS ID: __________________________  Date ____________

“I, hereby, notify the International Student and Scholar Services at the University of Houston that I intend to transfer to following school:

Name of school (be specific if there are branch campuses) ______________________________

Exchange Visitor Program Number:____________________________________________________

Street address of school ______________________________

City ____________________________  State___________  Zip____________  Phone__________________

Program Start date with the New Institution:________________________________________________

I would like the date of:________________ to be my SEVIS record RELEASE DATE.

Signature:____________________________   Date:__________________________

SEVIS ID Number (found above the bar code on your DS-2019)______________________________

University of Houston Department Approval

I verify that the purpose of the transfer is to complete the objective for which the exchange visitor listed above was admitted to the U.S.

Supervisor’s name ____________________________  Signature ____________________________  Date ____________

Step 2: What to do after this form has been submitted to ISSS. Give a copy of this form and/or a printout of the SEVIS transfer out record screen (we can provide this) to the school you are transferring to.

For ISSS Official Use Only

Updated In SEVIS by________________________  Date________________  Release Date________________