

J 1 TRANSFER OUT

MICHIGAN STATE
UNIVERSITY

OFFICE FOR INTERNATIONAL STUDENTS AND SCHOLARS

Phone: 517.353.1720 | Fax: 517.355.4657

E-mail: oiiss@msu.edu | Web: www.oiiss.msu.edu

J-1 students and scholars should use this form to request a transfer of their J-1 SEVIS record to another U.S. institution. The transfer must take place within 30 days of the DS-2019 program end date. Please email this form and supporting document* to jvisas@msu.edu

THIS SECTION TO BE COMPLETED BY THE STUDENT/SCHOLAR

Surname:	Given Name(s):
MSU NetID:	SEVIS ID #: N
I am a J-1: ☐ Student ☐ Scholar	

With this form I confirm that I have been accepted by and am transferring to:

Full Name of New Institution:		
J-1 Program Code: P-1- _ _ _ _ _	City:	State:
Name of academic department that will host you:		
Name of J-1 student/scholar advisor in international office:		
Phone:	E-mail:	

* **STUDENTS:** Please provide a copy of proof of admission to transfer institution.

* **SCHOLARS:** Please provide a copy of your invitation to transfer institution.

My transfer out date will be: (for students: usually the last day of your last semester at MSU.) ****Please Note: you may not be employed at MSU after your transfer out date.***

Month:	Day:	Year:
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Student/Scholar Signature: _____ Date: ____/____/____

NOTE: THIS SECTION FOR GRADUATE STUDENTS & VISITING SCHOLARS ONLY

THIS SECTION TO BE COMPLETED BY MSU ACADEMIC/GRADUATE ADVISOR or HOST FACULTY

MSU Academic/Graduate Advisor or Host Faculty (printed name):	
Department:	Title:
Phone:	E-mail:
Signature:	Date: ____/____/____

NOTE: MSU will have access to your SEVIS record until the transfer out date specified above. Once the transfer out date has passed, only the institution to which you are transferring will have access to your SEVIS record. If you change your mind about transferring out of MSU and the transfer date has passed, you must contact the above-listed institution.

THIS SECTION TO BE COMPLETED BY OISS

Confirm proof of admission, determine student eligibility, approve, give original to student, enter into OISSInfo & SEVIS, and keep a copy of transfer out form and admission letter in the file.	
Approved by OISS:	Date: ____/____/____