

Transfer from Temple University to another J-1 Exchange Program For Individuals in the Research Scholar and Professor Categories

**OUR OFFICE WILL
NOT TRANSFER YOUR
SEVIS RECORD IF YOU
HAVE RECEIVED A
FAVORABLE WAIVER
RECOMMENDATION
FROM DEPT of STATE**

**You must be pursuing
the same program
objective at the new
institution**

**No SEVIS record will be
released to another
institution until a
complete Transfer
Form is submitted to
OIS**

**The new school's
RO/ARO must confirm
the SEVIS release date
before we will transfer
your SEVIS record**

**EV must submit a letter
from insurance
company verifying
proof of health
insurance for the J-1
and all J dependents
for the duration of EV's
J program**

An exchange visitor may transfer from one program sponsor to another **if the purpose of the transfer is to complete the object for which he or she was admitted to exchange visitor status** and if the exchange visitor remains within the same participant category.

Before beginning the transfer process you should discuss your plans with the Responsible or Alternate Responsible Officer of both programs, make a definite decision about the transfer and make sure that all the parties involved have agreed on the date of transfer.

In order for Temple University to release your SEVIS to another institution, we will need confirmation from your current supervisor that the transfer will allow you to complete the objective for which you originally entered the U.S.

In order for our office to transfer your SEVIS record to another institution, you must:

1. Complete Section I on the other side of this handout
2. Fax or email the handout you filled out to your prospective (Alternate) Responsible Officer so that s/he can complete Section II
3. Your prospective (Alternate) Responsible Officer must fax/email the form after completing Section II to you current supervisor so that s/he can complete Section III
4. Once our office receives a completed application we will release your SEVIS record.

This form should be completed by a J-1 scholar wishing to transfer program sponsorship from Temple University to another sponsor. This transfer should be requested before the effective date of transfer, and no later than the ending date on the current DS-2019.

Section I – To Be Completed By Exchange Visitor

Your Last Name First Name Middle Name

Date of Birth (month/day/year) E-mail Address

Current Philadelphia Address Current Phone #:

Institution to which Temple should transfer your SEVIS record:

Section II - To Be Completed By New (Alternate) Responsible Officer

Name Title

Email Phone

E.V.'s Prospective Field of research/teaching/activity in your department

E.V.'s Prospective Program Objective (i.e. cancer research, teaching Math, etc)

E.V.'s Prospective Title E.V.'s expected start date

New Institution's Program #: Date Temple should release your SEVIS record:

Name of the (Alternate) Responsible Officer [(A)RO] at new institution

Email of the (A)RO at new institution Phone # of the (A)RO

Section III - To Be Completed By Current Supervisor/P.I.

Name Title

Email Phone

E.V.'s Current Field of research/teaching/activity

E.V.'s Current Program Objective (i.e. cancer research, teaching Math, etc)

E.V.'s final date of research, teaching, etc in your Department

In your opinion, do you believe that the new activity described in Section II will allow the E.V. to continue her/his original program objective? Yes No