



Capstone International Center  
International Student & Scholar Services

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[INTERNATIONAL@UA.EDU](mailto:INTERNATIONAL@UA.EDU) | [HTTP://INTERNATIONAL.UA.EDU/ISSS/](http://INTERNATIONAL.UA.EDU/ISSS/)

**I-20/ DS-2019  
Transfer-Out  
Request Form**

**REQUEST FOR TRANSFER OF F-1/J-1 SEVIS RECORD FROM THE UNIVERSITY OF ALABAMA**

Homeland Security requires that an international student's eligibility to transfer to another institution in the United States be confirmed prior to the issuance of new immigration documents. Part 1 should be completed by student who is transferring out of The University of Alabama and submitted to ISSS with a copy of the Admission Letter from the new institution.

**IMPORTANT: Students must maintain an active/valid status until the time of transfer.** Students not in an active/valid status will be transferred in a terminated status and will have to seek F-1 Reinstatement or J-1 Reinstatement through the new institution. If the new institution will not accept a terminated SEVIS record, the student will have to seek a new SEVIS I-20/DS-2019 for initial attendance from that institution and travel abroad and re-enter the U.S. on a valid visa to obtain F-1/J-1 status. Please consult the international services office at the new institution concerning your options for travel and re-entry on a new, initial SEVIS I-20/DS-2019. <http://international.ua.edu/iss/currentstudents/extension-of-stay/#transferout>

If you are pre-registered for a future semester/session or are transferring after the start of the semester/session, you must still withdraw from The University of Alabama to ensure that you are not billed for classes that may be on a current or future semester registration: <https://catalog.ua.edu/undergraduate/about/academic-regulations/policies/withdrawal/>

**PART 1: TO BE COMPLETED BY STUDENT**

Full Name (as in passport): \_\_\_\_\_  
Family/ Last Name (Surname) Given Name (First)

UA CWID Number: \_\_\_\_\_ Email: \_\_\_\_\_

Current Visa Status :  F-1  J-1 SEVIS I-20/DS-2019 # N \_\_\_\_\_

Date you will complete/end your program/studies at UA (month/day/year): \_\_\_\_\_

Date you would like your SEVIS record to be released to the new institution (month/day/year): \_\_\_\_\_

Date you will begin studies at the new institution (month/day/year): \_\_\_\_\_

New Institution Name and Location: \_\_\_\_\_

F-1 School Code or J-1 EV Program Number of the new institution: \_\_\_\_\_

New Institution's International Student Office Contacts:

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

*By signing below, you request International Student & Scholar Services to release your SEVIS Record to the Institution listed above.*

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**ADDITIONAL DOCUMENTATION TO BE SUBMITTED BY STUDENT**

Copy/Scan of Admission Letter for New Institution

**PART 2: TO BE COMPLETED BY UA INTERNATIONAL STUDENT & SCHOLAR SERVICES**

University of Alabama: J-1 EV Program Number: P-1-03854 F-1 School Code: ATL214F01174000

UA DSO/ARO: SEVIS Release Date:

Notes: