

### IMPORTANT INFORMATION

Please complete this form if you are requesting a transfer of your J-1 SEVIS record from NC State University to another institution. You must attach a letter from your new supervisor which includes a description of your research and certifies that your research goals and objectives will remain the same. You are responsible for providing the name and contact information of the "Responsible Officer" (R.O. or A.R.O.) at the new institution, as well as the SEVIS program number of the new institution. You can obtain this information by contacting the International Office at the new institution. This information is required. Note that this form must be signed by your supervisor. We cannot process a J-1 program transfer without your supervisor's knowledge and consent.

Last Name	College/Dept
First Name	SEVIS ID number
ID	Phone
Email	

### TRANSFER INFORMATION

Name of institution you wish to transfer to

Institution/EV Program Code	Campus/City
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Prospective Supervisor's name

Prospective Supervisor's email	Prospective Supervisor's phone
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Name of Responsible Officer (R.O. or A.R.O.) at Prospective Institution

Email of Responsible Officer (R.O. or A.R.O.) at Prospective Institution

The transfer date is the date that your SEVIS record will be released from NC State and transferred to the new program sponsor. This date is to be determined/agreed upon jointly by you, your NC State supervisor and your future supervisor. You cannot begin employment at the new program sponsor before this date, nor can you continue employment at NC State after this date. You must check in with the R.O./A.R.O. at the new program sponsor to complete the transfer.

I am requesting that the Office of International Services at NC State University transfer my J-1 SEVIS record to the named institution effective

I certify that I have requested my current department at NC State to terminate my appointment effective

Scholar Signature

Date

### THE FOLLOWING SECTION MUST BE COMPLETED BY THE CURRENT SUPERVISOR AT NC STATE UNIVERSITY

I am aware of and support the transfer of the above Scholar from NC State University. I certify that the new proposed research activity at the new institution is consistent with the Scholar's original research goals and objective.

Supervisor's name

Supervisor's Email

Supervisor's Signature

Date