

UTA I-20 and DS-2019 Transfer Form

For Use by Students Currently Attending a US Institution

All F-1 and J-1 students must complete an "immigration transfer" of their SEVIS record when transferring to another US institution. Before completing this form, you must have applied to UTA and officially been accepted into either a graduate certificate, master's or doctoral program of study

STEP 1: Sign your name below to authorize the release of information from your current school.

I authorize my current school to send the information requested in STEP 4 to the UTA Graduate Admissions Office.

Student's Surname _____ Student's Given Name(s) _____

Signature _____ Date (MM/DD/YYYY) ____/____/____ UTA Student ID # 100 _____

STEP 2: Provide your valid home country address. We cannot issue an I-20 or DS-2019 without this information.

Address Line 1 _____ Address Line 2 _____

City _____ State/Province _____ Postal Code/Zip/Pin _____ Country _____

STEP 3: Provide the following information about yourself and your immediate travel plans.

Indicate your expected semester and year of enrollment at UTA ____/____/____ Date of Birth (MM/DD/YYYY) ____/____/____

Will any dependents come with you to UTA? ___Y ___N *If yes, submit a copy of each dependent's passport*

US Mailing Address to where your I-20 or DS-2019 should be sent _____

If you would rather pick up your I-20 or DS-2019 instead of having it mailed to you, please check the box.

Will you travel outside the US before starting at UTA? ___Y ___N *If yes, what is your date of departure? ____/____/____

STEP 4: Send this form to your current school's International Student Office.

Transfer to UTA in the SEVIS system should only be done upon confirmation of admission to UTA

UTA School Code: DAL214F00806000, E.V.P. Code: P-1-05968

To be completed by a Designated School Official (DSO) or Responsible Officer (RO) at your current school:

Institution Name _____ Student's SEVIS ID # N00 _____

Enrollment Dates: Beginning Date (semester/year) _____ Ending Date (semester/year) _____

Please check appropriate statement:

___ Enrolled full-time & eligible for notification of transfer

___ Application for reinstatement filed on (date) ____/____/____ at the INS (Please enclose a copy of the reinstatement application.)

___ Out of status, semester of last enrollment was _____

___ Approved for practical training from ____/____/____ to ____/____/____

___ Other _____

SEVIS release date ____/____/____ * UTA will not process this form without an actual SEVIS release date.*

Name and Signature of DSO or RO completing this form _____

Date form completed ____/____/____

Mail to: UTA Graduate Admissions, UTA Box 19167, Arlington, TX 76019

STEP 5: Receive your UTA I-20 or DS-2019 and report to the Office of International Education. The transfer process will not be completed until you have checked-in with the Office of International Education, 1022 UTA Blvd., Arlington, TX 76019. F-1 students must report within 15 days of the program start date listed on their I-20. J-1 students are asked to report immediately upon their arrival to UTA. For more information about the transfer-in process, please contact the Office of International Education at (817) 272-2355 or international@uta.edu.