UNIVERSITY OF MICHIGAN

STUDENT TRANSFER-IN FORM

(only for F-1 students currently attending U.S. schools)

Dear Enrolling Student: _____ U-M ID: _____

The University of Michigan (U-M) requests the following necessary information so that we may correctly prepare your SEVIS I-20, which you will need to enroll at this university. **Please be advised that both Section A and Section B must be completed.** Once completed, send this form to ecredentials@umich.edu as soon as possible.

- **Please be aware that the University of Michigan will not be able to process your SEVIS I-20 and send it to you until after your school's release date has been reached.**
- **The release date must only be after completion of all courses, exams, and work such as CPT.**
- **You should not request your SEVIS record to be transferred until you are certain at which school you will be enrolling.**

Upon receiving the I-20 from U-M, you must complete the International Center's online canvas course within 15 days of the program start date listed on your I-20 to complete the immigration transfer procedure. Failure to do so will result in your falling out of legal F-1 status.

SECTION A: TO BE COMPLETED BY THE STUDENT

1. **Upon completion of your final term at your current school, do you plan to travel outside the U.S. prior to enrollment at the University of Michigan? ☐ Yes ☐ No**

   → If yes, please provide dates of travel outside the U.S.:

   Date of departure from U.S.: _____ **Date of return to U.S.:** _____

   - If you will be traveling outside of the U.S., you will need to have the U-M SEVIS I-20 in order to return to the U.S.
   - If your current F-1 visa will not be valid at the time you reenter the U.S., you must use the U-M SEVIS I-20 to apply for a new F-1 visa while abroad.

   Note: Please contact the particular U.S. Embassy or Consulate for current visa processing time. This may take several weeks (embassy.org).

2. **For those who will be traveling outside of the U.S., will you need to apply for a new visa? ○ Yes ○ No**

   → If yes, please provide the approximate date of your visa appointment: _____

Student signature: _____ Date: _____

Student email: _____ Phone number: _____

SECTION B: TO BE COMPLETED BY A DSO OR ISA

The student named on this form has indicated he/she would like to transfer to the University of Michigan. Please provide the student's SEVIS ID and confer with the student to determine his/her release date.

1. **SEVIS ID:** _____ **Release date:** _____

   (Please release to the University of Michigan-Ann Arbor DET214F00370000)

2. **Please indicate any Curricular Practical Training (CPT) and Optional Practical Training (OPT) period authorized to the student while attending your institution, if applicable:**

   CPT: From: _____ To: _____ ☐ Part-time ☐ Full-time

   OPT: From: _____ To: _____ ☐ Part-time ☐ Full-time

3. **To the best of your knowledge, has the student maintained their non-immigrant status? ☐ Yes ☐ No**

   → Do not transfer an "out-of-status" student's record unless specifically requested by our office. Please confirm if we have approved transfering "out-of-status" student's record by emailing oua.intlassist@umich.edu and do not take action until a reply is received.

   → If no, please specify the reason: _____

DSO/ISA signature: _____ DSO/ISA email: _____

DSO/ISA name printed: _____ Date: _____

Name of current university/college/school: _____

SEVIS school code of current university/college/school: _____

Address: _____

Phone: _____ Fax: _____

Thank you for your time and assistance in providing the requested information.