



### TRANSFER-IN REQUEST FORM

**Instructions:** After completing Part 1, you must take this form to the International Advisor at your current institution for completion. If this request is approved, your SEVIS record will be transferred to UCLA on the SEVIS Transfer Release Date (Part 2) and a DS-2019 will be issued shortly thereafter. After arriving at UCLA you must make an appointment (310.825.1681) with a J-1 Advisor at DCISS as soon as possible to pick-up your new DS-2019 form, register, and complete the mandatory check-in process. This is required by the US Department of Homeland Security.

**Part 1: To be completed by the transferring J-1 (EV) Exchange Visitor (type or print)**

Desired Date of Transfer <b>TO UCLA</b> (MM/DD/YY):	
Last Name:	Middle Name:
First Name:	SEVIS ID #:
Phone #:	Email Address:
EV's Signature:	Date (MM/DD/YY):

**Part 2: To be completed by the International Scholar Advisor (RO/ARO) at current institution**

***If you are in agreement please release EV to UCLA's Exchange Visitor Program # - P-1-00181***

SEVIS Transfer Release Date (MM/DD/YY):
Exchange Visitor's initial Date of Entry into the United States (MM/DD/YY):
Has the EV received a waiver recommendation? <input type="checkbox"/> Yes <input type="checkbox"/> No

**This form completed by:**

Name of Institution:	
Name of RO/ARO:	Phone #:
Email Address:	

To the best of my knowledge the Exchange Visitor has maintained lawful J-1 status and is eligible for a transfer.

RO/ARO Signature:	Date (MM/DD/YY):
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