



J-1 Transfer-Out Request Form

STEP 1: Complete the information requested

STEP 2: Give this form to your current supervisor to complete

STEP 3: Give this form to the international office of your prospective J-1 program sponsor

STEP 4: The completed form should be sent to our office *directly* from your new program sponsor

STEP 1. To be completed by the J-1 Exchange Visitor	
Surname/Family Name	First Name
Current Area of Research	SEVIS ID Number
Do you plan to travel outside the U.S. before transferring? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, enter travel dates From: _____ To: _____
I hereby request that my J-1 Exchange Visitor record be transferred to the Exchange Visitor Program Sponsor below. I grant permission for the information requested to be released to the "transfer-in" Program Sponsor.	
J-1 Exchange Visitor's Signature	Date

STEP 2. To be completed by the current program supervisor at Jefferson (Wills Eye, Dupont, etc.)			
I release the above named J-1 Exchange Visitor for transfer from his/her current program on (last day of current location):	Month	Day	Year
Supervisor Name	Supervisor Title		
Signature	Date		

STEP 3. To be completed by the "transfer-in" institution			
Name of Institution	EV's Intended Research Subject/Field		
Transfer Effective Date:	Month	Day	Year
Name of RO/ARO	Email	Phone	
Signature	Date		

STEP 4. Transfer-in institution
Please send this completed form to Office of International Exchange Services at Thomas Jefferson University by mail, scanned email or fax. Thank you.