

Instructions:

- This form must be filled out by the current J-1 Scholar at Rice University who wishes to transfer his/her J-1 status to another Academic Institution, his/her Rice University Faculty Sponsor, and the RO/ARO from his/her Transfer-In Academic Institution.
- The J-1 Scholar Transfer-Out Request Form, Letter of Employment from Transfer-In Academic Institution, and any other immigration forms from the Transfer-In Academic Institution that need Rice to complete, must be submitted at least 30 days before the Effective Date of Transfer to the OISS.
- For any questions related to transferring out of Rice University, please contact OISS at *oiss@rice.edu* or 713-348-6095. Transfer immigration regulations can be found in [22 C.F.R. § 62.42].

Section A: To be filled out the J-1 Scholar

Family Name (as written on passport)	First/Middle Name (as written on passport)
SEVIS ID	Effective Date of Transfer (mm/dd/yy)
Email Address	Telephone Number
<i>I hereby notify the OISS at Rice University that I want to transfer my SEVIS record to a different institution.</i>	
Date (mm/dd/yy)	Signature

Section B: To be filled out by Rice University Academic Faculty Sponsor

Faculty Sponsor Name	Rice Academic Department
Designated Department Contact Name	
<i>I hereby approve the Transfer-Out of the above J-1 Scholar.</i>	
Date (mm/dd/yy)	Signature

Section C: To be filled out by RO/ARO of Transfer-In Institution

Academic Institution Name	SEVIS Program Number	
Effective Date of Transfer (mm/dd/yy)		
RO/ARO Name	Telephone Number	Email Address
Date (mm/dd/yy)	RO/ARO Signature	

Section D: To be filled out by Rice OISS

Updated in SEVIS by	Date (mm/dd/yy)	Release Date (mm/dd/yy)
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