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INTERNATIONAL CENTER

TRANSFER-IN NOTIFICATION

In order to transfer your SEVIS record (I-20) to the University of North Florida you must complete and sign part A of this form and take it to the Designated School Official (DSO) of the institution where you are currently enrolled or last attended. Then bring the form to the UNF International Center in order to complete the transfer of your SEVIS record. The international student adviser at UNF will create a new SEVIS I-20 and give it to you on or after the release date indicated below.

NOTE: You must notify the UNF international student adviser in person that you have enrolled at UNF within 15 days of the start date on the I-20 issued to you by UNF.

A. To be completed by student

Family name _____ First name _____

UNF Student ID number _____

I intend to transfer to the University of North Florida as of _____
 Anticipated release date

NOTE: Your release date will be the completion date of the current semester or session at your current institution (or the date of expected transfer if earlier than the established academic cycle). You may cancel the transfer request at any time prior to the release date by notifying the DSO at your current institution. After that date, your current institution will no longer have access to your SEVIS record and will not be able to cancel the transfer request.

Signature: _____ Date: _____

B. To be completed by the DSO at the transferring institution

I have been properly notified of the student's intent to transfer to the University of North Florida.

UNF Campus Information: **University of North Florida** **MIA214F00506000**
 Name School Code

The release date will be _____

Transferring school name _____

Address _____

Name of DSO _____ Email address _____

Signature of DSO _____ Date _____