Instructions for Transfer Verification Form (F-1 Students)

The purpose of this form is to confirm eligibility for school transfer processing in accordance with the F-1 regulations of the BCIS—the Bureau of Citizenship and Immigration Services (formerly the USINS—the U.S. Immigration and Naturalization Service). This form is required of all international students currently in the U.S. in F-1 status, regardless of whether or not the student intends to travel outside of the U.S. before beginning studies at WPI. The student and the Designated School Official must complete this form in order for Worcester Polytechnic Institute to issue a Certificate of Eligibility for Nonimmigrant (F-1) Student Status (SEVIS Form I-20). Please follow the instructions below:

1. Complete the top part of the form.

2. Notify the school you are currently attending of your academic acceptance and intent to transfer to Worcester Polytechnic Institute. A Designated School Official at your current school will need to complete Part 2 of this form. The Designated School Official at your current institution will need to:

   A. Enter into SEVIS your intent to transfer to Worcester Polytechnic Institute, BOS214F00381000 and

   B. Enter into SEVIS a "transfer release date" on which your electronic record will become accessible to Worcester Polytechnic Institute for processing.

3. To complete the transfer process, you must report to the Office of International Students and Scholars no later than 15 days after the start date indicated on your Worcester Polytechnic Institute SEVIS Form I-20. Bring your passport and all immigration documents with you. The transfer is not complete until you report to the International House. Failure to check-in at the International House within 15 days from the start of your program will invalidate your F-1 student status.
Transfer Verification Form

NOTE: Only F-1 and J-1 students who have been attending school in the United States are required to submit this form.

Applicant's Name: ____________________________

Last  First  Middle

To the Applicant: Please sign this form and request that the foreign student advisor at the school you currently attend or most recently attended complete it.

I grant permission for the information requested below to be forwarded to Worcester Polytechnic Institute.

Applicant's Signature: ____________________________ Date: ____________

To The Foreign Student Advisor: The student named above is applying for admission to Worcester Polytechnic Institute.

PLEASE FILL OUT AND RETURN THIS FORM TO THE ADDRESS ABOVE.

1. Date of graduation/termination of study: ________________

2. Is the student pursuing a full course of study? ____________
   If no, please explain: ________________________________

3. Has student met all financial obligations? ________________

4. Degree pursued at your institution? ________________________

5. Type of non-immigrant visa: F-1 □ J-1 □ SEVIS ID: ____________ SEVIS Release Date: ____________
   1. For F-1 visa holders;
      A. Is the student maintaining duration of status? ____________
      B. Duration of degree program date on original I-20 ____________
      C. Admission Number ____________
      D. Please list any periods of practical training
         □ Optional Practical Training
         □ Curricular Practical Training
   2. For J-1 visa holders;
      A. Expiration date of I-94: ____________
      B. Category ____________
      C. Current DOS-2019 issued by ____________
      D. When did the student first assume J-1 status ____________

6. Comments: ____________________________________________

Name:__________________________ Title:__________________________

Institution: ________________________

Mailing Address: ____________________________

Signature: ____________________________ Date: ____________

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