



F-1 IMMIGRATION TRANSFER IN FORM

For International Students Transferring From Another U.S. Institution To American University

INSTRUCTIONS FOR STUDENTS PLEASE COMPLETE THE FOLLOWING STEPS TO OBTAIN YOUR TRANSFER I-20

- Step 1:** Submit a completed Certification of Finances for International Students (CFIS) Form along with liquidable financial proof in English. Financial proof must be dated within the last three months to demonstrate your ability to cover at least one year of academic and living expenses at American University. Please fax or email these documents to your Admissions' contact at American University. For the CFIS Form, visit: <http://www.american.edu/oc/iss/upload/CFIS-Form.pdf>. For cost guides, visit: <http://www.american.edu/oc/iss/Student-Cost-Guide.cfm>.
- Step 2:** Complete SECTION I of this form below, sign and date it.
- Step 3:** Have your current U.S. institution to complete SECTION II of this form and send it back to the International Student and Scholar Services (ISSS) office at American University by fax at (202) 885-3354 or email at issdocuments@american.edu after your admission to AU has been confirmed.

SECTION I TO BE COMPLETED BY STUDENT

ADMITTED TO AU? YES NO (If no, please do not submit this form until after your admissions to AU has been confirmed.)

I give permission to the U.S. institution listed in SECTION II to release the information necessary to complete my immigration transfer to American University.

NAME (Mr./Ms) _____
As it appears on your passport Last First Middle

COUNTRY OF CITIZENSHIP: _____ DOB: _____ AU ID #: _____
MM/DD/YY 7 Digit Number

TELEPHONE: _____ EMAIL: _____

ADMITTED TO: BA/BS MA/MS PHD PROGRAM: CAS KOGOD SIS SOC SPA WCL

U.S. ADDRESS (REQUIRED): STREET: _____

CITY: _____ STATE: _____ ZIPCODE: _____ COUNTRY: USA

ADDRESS TO MAIL YOUR I-20 (PLACE AN "X" IN THE APPROPRIATE BOX):

- PERMANENT MAILING ADDRESS
- U.S. MAILING ADDRESS
- STUDENT PICK-UP
- OTHER _____

SIGNATURE: _____ DATE: _____

SECTION II TO BE COMPLETED BY AN INTERNATIONAL STUDENT ADVISOR AT YOUR CURRENT SCHOOL

Please indicate the date of when you plan to transfer the student's SEVIS immigration record to American University:

SEVIS RELEASE DATE (REQUIRED)*: _____ Month/Day/Year *Do not sign this form without a date.

NOTE: To transfer an immigration record to AU in SEVIS, please look under "I" for THE AMERICAN UNIVERSITY. School Code is: **WAS214F00022.000**

STUDENT SEVIS NUMBER: _____ DATES OF ENROLLMENT: _____

LEVEL OF EDUCATION: _____ DATE OF GRADUATION/TERMINATION OF STUDY: _____

HAS THE STUDENT ACTED IN ACCORDANCE WITH THE USCIS REGULATIONS?

- YES
- NO. Please explain: _____

HAS THE STUDENT MET HIS/HER FINANCIAL OBLIGATIONS TO YOUR INSTITUTION?

- YES
- NO. Please explain: _____

HAS THE STUDENT APPLIED FOR OR RECEIVED AUTHORIZATION FOR OFF-CAMPUS EMPLOYMENT?

- YES. Please specify the type of employment: _____
- NO

U.S. INSTITUTION: _____ NAME & TITLE OF DSO: _____

TELEPHONE: _____ EMAIL: _____

SIGNATURE OF DSO: _____ DATE: _____