

**J-1 Scholar Transfer Form**

J-1 Exchange Visitors who have obtained a teaching or research appointment at Tufts, who are currently in the U.S. at another academic institution or employer in J-1 scholar status, must request transfer of their J-1 SEVIS Record.

**Instructions for J-1 Exchange Visitor:** Complete Part I of the Transfer Form. Ask your Institution’s J-1 Responsible Officer (advisor or immigration specialist) to complete part II. Once completed, this form must be uploaded with your New J-1 Scholar Application on the [I-Center Portal](#). You will receive access to the application once your host Department at Tufts initiates the request on your behalf. You cannot be issued a form DS-2019 from Tufts until this form is submitted, and your SEVIS release date is reached.

**PART I - TO BE COMPLETED BY J-1 Exchange Visitor**

Surname: \_\_\_\_\_ Given Name: \_\_\_\_\_

Date of Birth (mm/dd/yyyy): \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_

Campus/Site of employment or research activity (select from dropdown list): \_\_\_\_\_

Host Department: \_\_\_\_\_ Host Faculty or Supervisor: \_\_\_\_\_

I hereby grant permission for the information requested to be forwarded to Tufts University International Center.

**Please Note:** Tufts cannot issue you a DS-2019 until the SEVIS release date (listed below) is reached. Please be in touch with your current international scholar advisor to discuss the best release date for you.

Exchange Visitor’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To the Responsible Officer (RO) or Alternate Responsible Officer (ARO):** The above named scholar has been offered an appointment at Tufts University. In accordance with pertinent DOS regulations, we request that you confirm their status at your institution so that we may process a transfer in SEVIS.

**PART II - TO BE COMPLETED BY ALTERNATE/RESPONSIBLE OFFICER (RO or A/RO) AT CURRENT INSTITUTION**

What is the scholar’s current J-1 category?  Short-term scholar  Researcher  Professor  Other \_\_\_\_\_

Please list the EV’s original start date (first entry to U.S.): \_\_\_\_\_ EV’s current program end date: \_\_\_\_\_

SEVIS ID #: \_\_\_\_\_

To the best of your knowledge, is this scholar listed above in status according to DOS regulations and eligible for transfer:  
 \_\_\_ Yes \_\_\_ No If no, please explain: \_\_\_\_\_

**SEVIS Transfer Release Date:** \_\_\_\_\_

Release the record to **Tufts University, International Center (P-1-00829)**

Form was completed by: \_\_\_\_\_ Title: \_\_\_\_\_

Institution: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**This form should be returned to the scholar. Scholars must upload this form with their online New J-1 Scholar Application. Contact the Tufts International Center by email at [internationalcenter@tufts.edu](mailto:internationalcenter@tufts.edu), or by phone at 617-627-3458 with questions.**