

TRANSFER IN

Outside Program Sponsorship TO University of California, San Francisco (UCSF) for J-1 STUDENTS AND SCHOLARS

**** UCSF SEVIS Exchange Visitor Program #P-1-01865 ****

Step 1: To be completed by J-1 Student or Scholar:

I hereby request that my J-1 Exchange Visitor record be transferred to the University of California, San Francisco (UCSF). I grant permission for the information requested to be released to UCSF.

Surname (Family Name): _____ Given Name: _____
as it appears in passport *as it appears in passport*

SEVIS ID Number: _____

Scholar's Phone: _____ Scholar's email: _____

Signature: _____ mm/dd/yyyy

Step 2: To be completed by UCSF Host Department:

Student/Scholars Start Date at UCSF (mm/dd/yyyy): _____

Department _____ Department Administrator Preparing Form _____

Phone or Ext. #: _____ Date: _____

Faculty Sponsor Name: _____ Faculty Sponsor Signature _____

Step 3: To be completed by current exchange visitor program Responsible Officer (RO) or Alternate Responsible Officer (ARO):

Student/Scholar's Last Date at Current Institution (mm/dd/yyyy): _____

Name of Institution _____ SEVIS Program Number _____

Name of RO/ARO Completing Form _____ Title _____

Email _____ Fax _____

Signature: _____ Date: _____

Step 4: "TRANSFER-OUT" RO or ARO:

Email the form **completed in its entirety** to UCSF's International Students & Scholars Office at visa@ucsf.edu.
Thank you for your assistance.