



School Code: NYC 214 F 00812001 and can be located by entering \*The City University of New York\* in SEVIS

**TRANSFER ENROLLMENT STATUS FORM**

**ONLY submit if you are in F-1 or J-1 status. NOTE: If you have never studied in a US institution before, please do not submit this form.**

**TO BE COMPLETED BY STUDENT:**

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SOCIAL SECURITY NO: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

SEMESTER OF REQUESTED ADMISSION: Fall \_\_\_\_\_ Spring \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY INTERNATIONAL STUDENT ADVISOR AT THE PREVIOUS INSTITUTION:**

The above-named student intends to transfer to Baruch College for the term stated above. Please complete this form and return to the address above.

Yes No  
\_\_\_\_\_ The above-named student is authorized by the Department of Homeland Security to attend your school.  
\_\_\_\_\_ The student has been entered into SEVIS by your school.

Indicate SEVIS ID number: N \_\_\_\_\_ SEVIS Release Date: \_\_\_\_\_

\_\_\_\_\_ The student has been enrolled for a full-time academic load for the term for which he/she was most recently registered, which is \_\_\_\_\_, 2\_\_\_\_\_.  
(Fall / Spring / Summer) (Yr.)

\_\_\_\_\_ The student was enrolled part-time for the term for which he/she was most recently registered, which is \_\_\_\_\_, 2\_\_\_\_\_.  
(Fall / Spring / Summer) (Yr.)

Please explain the reason for part-time status: \_\_\_\_\_

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax #

\_\_\_\_\_  
(Please Print Clearly) Advisors Full Name & Title

\_\_\_\_\_  
Signature of the International Advisor

\_\_\_\_\_  
Date

**PLEASE PROVIDE PHOTOCOPY/IES OF ALL STUDENT'S SEVIS I-20s/DS 2019s IF IN F-1/J-1 STATUS**

**Baruch College**  
**International Student Service Center**

**Return Form to:** 151 East 25<sup>th</sup> Street, New York, NY 10010  
Phone: (646) 312-2050 Fax: (646) 312-2051

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***Traveling outside the U.S. before beginning your program:***

If you are traveling outside the United States before attending Baruch College, you must do the following to ensure your current F-1 or J-1 status is not violated:

- Present your Baruch College SEVIS I-20 or DS 2019 to the Immigration officer when you re-enter the United States. **Be sure the officer stamps your SEVIS I-20/DS 2019.**
- Bring your Baruch College SEVIS I-20 or DS 2019, passport, and I-94 card to the International Student Service Center.

**NOTE:** If your VISA expires during your travel abroad, be sure to apply for a new VISA at the U.S. consulate abroad. When applying for a new VISA, you must present your Baruch College SEVIS I-20/DS 2019, Financial Documents, and your Baruch College Acceptance letter to the consulate officer. You are **NOT** required to apply for a new VISA, if your current VISA has not expired, (even if there is another school's notation on it).

If you have any questions about whether or not you need a new VISA, contact ISSC prior to traveling outside the United States.

***Not traveling outside the U.S. before attending Baruch College:***

If you are not traveling outside the United States, before classes start, you must complete the transfer process within the United States. You must do the following to ensure that you do not violate your F1 / J1 student status:

- Provide the ISSC with the following documents:
  - A. Verification of full-time status at your previous school (Transfer Enrollment Status Form)
  - B. Proof of full time registration (12 credits) at Baruch College
  - C. Your current SEVIS I-20/DS 2019
  - D. Copy of your passport's front page, visa page and both sides of the I-94 card
  - E. Copies of all I-20s/DS 2019s that were issued to you from your previous school/s