

J-1 Transfer Out-Departmental Confirmation

This form is required for a J-1 Exchange Visitor (EV) requesting transfer of their SEVIS record from JHU to another J-1 Exchange Visitor Program. It is the EV's responsibility to collect the information and signatures from their current department **before submitting this form through iHopkins** and requesting a transfer.

SECTION 1:(Must be completed by the J-1 EV)First Name: Last Name: Current JHU Department: Start Date of the new J-1 Program: Date: SIGNATURE OF Exchange Visitor: _____

Please provide this form to your current department administrator and your faculty supervisor at JHU to complete Section 2 and ask them to return the form to you.

SECTION 2:(Must be completed by the EV's current JHU Department)

The J-1 EV must maintain active J-1 status throughout the transfer process. They must hold a continuous appointment until a day prior to their start date with the new J-1 Program.

Start Date of the new J-1 Program (Provided by the EV): Department Administrator:**Please confirm the following:**Last Day of Appointment at JHU: I understand that the J-1 EV is not eligible to continue their appointment and/or receive any funds from JHU once the J-1 record is transferred to another J-1 program.Dept. Admin. First Name: Dept. Admin. Last Name: Date: SIGNATURE OF Department Administrator: _____Faculty Sponsor: I confirm that the above mentioned J-1 EV has informed me of their intent to transfer and agree to the last day of the EV's appointment at JHU as listed on this form.Faculty Sponsor First Name: Faculty Sponsor Last Name: Date: SIGNATURE OF JHU Faculty Sponsor: _____

***If signing electronically, signatures must be Adobe verifiable. If not, then please print the form and sign.**

Please return this form to the J-1 EV after you have completed and signed SECTION 2 of this form.