

I-20 Transfer-in Form

Center for International Education

Husky Hall 1212/1216, 18115 Campus Way NE, Box 358500, Bothell, WA 98011 USA

Phone: 425-352-3876 * uwbintl@uw.edu * www.uwb.edu/cie



HOW TO SUBMIT YOUR DOCUMENTS

Undergraduate Students: Once this form has been completed by your current International Student Advisor, you must upload this form to your Application Status page <https://admissions.uwb.edu/account/login>.

IMPORTANT:

- A registration hold is on your account until we receive the I-20 record from your current school AND required documents for your I-20.
- The start date at UW Bothell must be within 5 months of your program completion date OR “transfer out” date in SEVIS, whichever is earlier.
- If you have graduated, your I-20 must be transferred to UW Bothell within your 60-day grace period.
- If you are on OPT: if the SEVIS transfer date is earlier than your OPT expiration date, then your OPT will automatically terminate.

TO BE COMPLETED BY STUDENT

Name: _____ Date of Birth: _____/_____/_____
FAMILY (LAST) NAME GIVEN (FIRST) NAME Month Day Year

TO BE COMPLETED BY AN INTERNATIONAL STUDENT ADVISOR AT YOUR MOST RECENT U.S. SCHOOL

1. Has the student completed all requirements by your institution to have their I-20 record transferred to UW Bothell (such as completed your transfer-out paperwork and/or provided UWB admission letter)? Yes No*

*If No, please don't complete this form until they do.

2. SEVIS Transfer Date (we encourage you to pre-set this date in SEVIS): _____/_____/_____

*If the student has completed all requirements to transfer their I-20 from your institution, we strongly encourage you to pre-set the Transfer-Out date in SEVIS. A registration hold is placed on the student's UWB account until we can see their I-20 record in SEVIS.

3. Dates of Enrollment at your institution: _____/_____/_____ to _____/_____/_____

*If the student's last date of attendance is more than 5 months from the student's start date at UW Bothell, please do not release the student's SEVIS record.

4. Last authorized Vacation Quarter: Autumn Winter Spring Summer Year _____ N/A

5. Last authorized Reduced Course Load: Autumn Winter Spring Summer Year _____ N/A

6. Is student in legal, non-immigrant status and eligible to transfer?

Yes, student is in status.

No, student is “out of status”. Please clarify in “comments”; DO NOT transfer a terminated record unless requested by UWB.

Comments: _____

NAME OF ADVISOR

INSTITUTION

TITLE (PDSO OR DSO)

EMAIL ADDRESS

PHONE NUMBER

DATE

- **Please return this completed form back to the student; DO NOT EMAIL TO UWB.** The student must upload the form to their UWB Admission Status portal (directions at the top of this form).
- **Release the I-20 record to the University of Washington Bothell, SEVIS code is “SEA214F00005000”.** You can transfer to UW Bothell Eastside Leadership Center (SEVIS code SEA214F00005001) only if you know that your student has received admission to either: 1) M.S. Acct Program, 2) MBA Leadership Program, or 3) Undergraduate Business - ELC Program.