

# J-1 TRANSFER OUT FORM

UMKC SEVIS PROGRAM NUMBER: P-1-00429

## INSTRUCTIONS:

- Give the form to your current supervisor or department chair or dean for approval
- Provide a copy of your new offer letter and return the completed transfer out form to the Scholar Advisor at ISAO.*

## UMKC EXCHANGE VISITOR MUST COMPLETE:

FAMILY NAME: \_\_\_\_\_ GIVEN NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CURRENT DEPARTMENT AT UMKC: \_\_\_\_\_

REQUESTED SEVIS RECORD RELEASE DATE: \_\_\_\_\_  
MONTH / DAY / YEAR

I HEREBY REQUEST THE TRANSFER OF MY SEVIS RECORD TO THE FOLLOWING EXCHANGE VISITOR PROGRAM:

INSTITUTION: \_\_\_\_\_ SEVIS PROGRAM NUMBER: \_\_\_\_\_

\_\_\_\_\_  
Exchange Visitor Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

## EXCHANGE VISITOR'S UMKC FACULTY SUPERVISOR MUST COMPLETE:

- I have met with this Exchange Visitor to discuss their request to transfer to the institution indicated above.
- I have no objections to the release of this Exchange Visitor from their current program with UMKC.
- This Exchange Visitor's program participation at UMKC will end on \_\_\_\_\_.
- This Exchange Visitor plans to continue their originally stated program objectives at their new institution.

NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## FOR ISAO USE ONLY:

END DATE ON DS-2019: \_\_\_\_\_ SEVIS TRANSFER SCHEDULED ON: \_\_\_\_\_