

**REQUEST TO TRANSFER J-1 EXCHANGE VISITOR
TO ANOTHER PROGRAM SPONSOR**
For J-1 Professors and Research Scholars

University of Hawaii
Faculty & Scholar Immigration Services
2565 McCarthy Mall, PSB 102-106, Honolulu, HI 96822
Phone: (808) 956-9265 Fax: (808) 956-5030

Date _____

EV's name _____ Country _____

UH college/school/unit _____

UH DS-2019 dates _____ to _____ Transfer from _____ to _____
mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy

Field of research/teaching/activity at new institution: _____

I request a transfer of my program to _____, _____.
new sponsoring institution EV program #

I understand I must report to the Responsible Officer/Alternate Responsible Officer (RO/ARO) of the new program sponsor when I arrive at the new location. I understand that if I do not immediately report to the RO/ARO, I may lose my legal immigration status.

Exchange Visitor's Signature

Date

This request must be submitted to your UH Personnel Officer at least 45 days prior to the transfer effective date. A transfer cannot be done after the end date on the current DS-2019.

Transfer of exchange visitor program sponsorship can be considered if the program at UH has not been able to meet your original objectives in coming to the U.S. Transfer of sponsorship is not intended to provide an opportunity to change objectives or to specialize in such a way that you cannot apply the additional work in your home country. The total period of participation as an exchange visitor in the professor or research scholar category cannot exceed five years.

Submit this form to your UH Personnel Officer with the following documents attached:

1. Letter of acceptance from new institution

2. Exchange Visitor's statement *(must be completed by Exchange Visitor)*

Discuss the following on a separate sheet:

- a. Which original objectives have not been met?
- b. Why can't these objectives be met through the UH program?
- c. How will the program at the new institution provide an opportunity for you to meet these objectives?
- d. What are your employment plans in your home country upon completion of this next program?
- e. How would you apply this additional study or work in a position in your home country?

(continues on next page)

3. UH department's statement *(must be completed by UH supervisor/unit head):*

This exchange visitor has requested a transfer of visa sponsorship to continue his/her program at another institution. Such a transfer is intended to provide an opportunity for the exchange visitor to continue pursuing the objectives originally stated for coming to the U.S. Please comment on how a transfer would be helpful to the participant within this context.

Comments:

I have been informed of _____'s request to transfer to another sponsoring institution. I do not object to this transfer.

Signature _____
Date

Name _____
Title

4. Exchange Visitor's forwarding address & contact information

Address _____ City/Town _____
State/Province _____ Postal Code _____ Country _____
Telephone _____ E-mail _____

To be completed by FSIS

TRANSFER APPROVED

This transfer was entered in SEVIS on _____ to be effective on _____.

Name of UH RO/ARO *Signature* *Date*