F-1 Transfer Request Form
for students who have completed their American Language Institute (ALI) English language training

SECTION 1 (to be completed by the student)

(A) Personal Information:

Name _______________________________      ____________________________________      _____________________________
Family                                    First                                                                                                                         Middle
NYU ID# N ___________________________
NYU email address ____________________________

(B) Family Information:

Do you have a spouse and/or child/ren who plan to be in the U.S. as your F-2 dependent? ○ Yes ○ No
If you answered no, skip to the next section on travel information.
If you answered yes, complete this section.
Name of the dependent ________________________________
Relationship (spouse/child) ○ spouse ○ child
Name of the dependent ________________________________
Relationship (spouse/child) ○ spouse ○ child
Name of the dependent ________________________________
Relationship (spouse/child) ○ spouse ○ child

(C) Travel Information:

Please indicate if you will travel outside the U.S. between the end of your ALI session and the start of the next semester/session:

I plan to travel outside the U.S. after the end of my ALI program and return for the next semester. ○ No ○ Yes

If yes:
I plan to depart the U.S. on mm/dd/yy and return to the U.S. on mm/dd/yy
(D) Statement of Financial Responsibility:

I understand that I am required to have sufficient funding for the first year of my program to cover full-time tuition and living expenses. I can find how much my academic program and living expenses costs per year here: bit.ly/estimatedexpensesNYU

I understand that adequate funding must be available for the duration of my program at NYU and anticipate that I will have equally dependable sources of funding for future years.

My financial documentation is attached to this application.

The financial information I provided accurately reflects my source of funding. I understand that if my funding source changes during my time at NYU, I will notify the OGS and request an updated I-20.

☐ By checking this box, I verify that I understand and agree to the above statements.

(E) Financial Support Agreement:

If you are going to be funded by someone other than yourself, the below statement must be completed by the person providing financial support to you.

I hereby certify that I am willing, able, and committed to provide:

(name of student) ________________________________________________________ at least US $ _______________ per year

for tuition, fees, and personal expenses for each year of study at NYU.

I have provided the student with financial documentation to include in this application.

Print your name ______________________________________________________________________________

Relationship to student (parent, spouse, friend) _________________________________________________

Signature ___________________________________________ Date _______________________

(F) $50 Application Processing Fee:

The transfer processing fee is $50. Please pay this online at www.nyu.edu/ogs/epayment NYU accepts American Express, Mastercard, and Visa only.

Include a copy of your email receipt verifying credit card payment of the processing fee with this application.

If you have already paid this fee when you first came to NYU, you do not need to pay again; but please include a copy of your receipt with this application.

I-20 pick up information:

Once OGS receives your complete application, we will create a new I-20 for you. This will take 10 business days. Please let us know how you would like to receive your I-20 (check one):

☐ I will pick up my I-20 from the OGS
☐ I will have my friend/relative pick up my transfer pending I-20 from the OGS (you must complete form this form and include it in your application)
☐ I would like the OGS to mail my I-20 to this address:

Address line 1: ______________________________________________________________________________________________
Address line 2: ______________________________________________________________________________________________
Country __________________________ Postal code _________________________ Telephone number_____________________
SECTION 2 (to be completed by the department chair, academic advisor, or program coordinator of your academic program at NYU)

Student’s name: ________________________________________________________________
NYU ID # N: ____________________________
School: _______________________________________________________________________
Major/Program: __________________________________________________________________
Degree level: ____________________________

1. The student named above has completed all ALI requirements for the program listed, and will be enrolled full-time in their major program from the __________________________ semester (e.g., Spring 2015).

2. The expected program completion semester is _______________________(e.g., Fall 2017).

By signing below, I affirm that the above statements are correct to the best of my knowledge.

Name and Title: ________________________________________________________________
Signature __________________________________________ Date _______________________
Email: ____________________________
Phone: ____________________________

SECTION 3 (to be completed by ALI International Student Advisor, Mary Chung)

Student’s name: ________________________________________________________________
NYU ID # N: ____________________________
SEVIS number (on the upper right-hand corner of your I-20): _________________________

This student has completed all ALI requirements for his/her academic degree or program.
I am releasing the SEVIS record to NYU Office of Global Services in ☐ Brooklyn ☐ Washington Square as of ________________ mm/dd/yy.

Signature __________________________________________ Date _______________________

Mary Chung, PDSO
International Student Advisor
American Language Institute - SPS, NYU