F-1 Transfer Request Form
for students who have completed their American Language Institute (ALI) English language training. F-1 Transfer Request Form for students who have completed their American Language Institute English language training and will be continuing to study at NYU as a full-time student in their program of study.

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) $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 received an I-20 form from OGS and then was transferred to ALI, you may have paid this fee prior to receiving that I-20. If so include a copy of that receipt with this application.
(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 __________________________

*Electronic, digital or typed signatures are not accepted and we can only accept a signature that is hand-made.

(F) 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

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)

*Steinhardt students only: You must complete the Steinhardt ALI I-20 Transfer Permission with your academic advisor, then submit the form to Nick Voelker (nmv217@nyu.edu) who is authorized to sign this section.

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 is expected to be enrolled full-time in their major program from ________________ semester (e.g., Spring 2015) to ________________ semester.

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)

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 ________________.

Signature ________________________________________________________________ Date _______________________

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

Scan all the documents below as a single PDF file in the following order:

- Completed ALI to OGS Transfer Request Form
- Copy of Passport Biographical Page
- Financial Documents (less than 6 months old)
- Copies of previous I-20s
- I-94 record
- Receipt of $50 Transfer Processing Fee

Email your application with subject line: I-20 application ALI to OGS Transfer

Tandon students: ogs.brooklyn@nyu.edu
Washington Square students: ogs@nyu.edu