

# F-1 Students Transferring to UW-Superior

We are pleased that you are considering enrolling at UW-Superior! If you are currently in lawful F-1 status at another academic institution in the U.S. and will be enrolling at UW-Superior in the upcoming academic semester, please read the following information carefully.

## OVERVIEW

When transferring from one school to another within the U.S., students in F-1 status must carefully follow certain procedures to maintain lawful F-1 status. Please note that in this context, “transfer” means changing schools, for example, from a U.S. high school to a college/university or from one college/university to another.

### F-1 TRANSFER ELIGIBILITY

- Student must be maintaining legal F-1 status.
- UW-Superior must have received and approved all required admission and sponsorship-related application materials.
- The start date at UW-Superior must be within 5 months of completing studies at the current school.
- If the period of time between studies is longer than 5 months, a student’s SEVIS record does not need to be transferred. In such cases, students must depart the U.S. until their start at UW-Superior. UW-Superior will issue a new I-20 with a new SEVIS number. Students must pay the SEVIS I-901 Fee and, in most cases, apply for a new F-1 visa.
- Students who have already graduated must notify current school of intention to transfer within 60 days of completion.
- New program start date must be within 5 months of the current program end date.

### F-1 TRANSFER PROCESS

- 1) Complete the UW-Superior Transfer Form (which is sent to students after they become eligible for F-1 transfer to UW-Superior.
- 2) Request that an international student advisor at your current school complete the lower portion of the UW-Superior Transfer Form. (Your advisor will likely request that you also submit a copy or scan of your UW-Superior letter of admission.)

- 3) Submit the UW-Superior Transfer Form to the Office of International Programs (OIP) via email to [international@uwsuper.edu](mailto:international@uwsuper.edu) or via fax to 715-394-8363.

Discuss the appropriate date of release with your current international student adviser. Your current international student adviser will set your current SEVIS record to be electronically released to UW-Superior on this mutually agreed upon date of release. After the SEVIS record is released to UW-Superior, the OIP will issue you a new Form I-20 and mail it to you. Please inform the OIP to which address you would like the new I-20 to be mailed.

### F-1 TRANSFER PENDING TRAVEL OR SUMMER IN THE US

F-1 transfer students are eligible to remain in the U.S. in the summer between two programs. F-1 transfer students may travel outside the U.S. during the transfer pending period. If your current visa in the passport is valid, it can be used for new entry to the U.S. prior to the start of your new program. *If your current F-1 visa is expired, you must apply for a new F-1 visa prior to returning to the U.S., using your new UW-Superior I-20.* In such cases, please be sure to allow sufficient time for the visa application process to ensure that you can arrive to UW-Superior on time.

### F-1 TRANSFER COMPLETION

You are required to arrive to UW-Superior on the date(s) indicated in your letter of admission. If you do not, your transfer will be cancelled. After you arrive to campus and check in at the OIP, your F-1 transfer will be completed in SEVIS and you will be issued a new I-20 noting the transfer completion.

### QUESTIONS?

To avoid problems and potentially the loss of your F-1 student status, be sure to communicate with the international student advisor(s) at your current school and with the OIP about your transfer and travel plans. Please feel free to contact the OIP at [international@uwsuper.edu](mailto:international@uwsuper.edu) with any related questions. The OIP will be happy to assist you with this process.