International Students and Scholars Office
Transfer-In to Cornell University J-1 Scholars

INSTRUCTIONS: This form should be completed by J-1 scholars who wish to transfer their Exchange Visitor Program sponsorship to Cornell University. Please complete Section A of this form. Section B should be completed by the International Scholar Advisor at your current academic institution’s international office. After all sections are complete, please email the form to ISSO@cornell.edu

We cannot issue a form DS-2019 from Cornell until this form is completed and returned and your SEVIS record release date is reached. You must report to Cornell’s International Students and Scholars Office within 10 days of the start date on your form DS-2019 to have your transfer processed and obtain the new DS-2019.

SECTION A: To be completed by the transferring J-1 scholar

Name: ________________________________
Family Name  First Name    Middle Name
Date of Birth: ____________________________ E-mail Address: _____________________________________________
Month / Day / Year
Cornell department to which you have been appointed: _________________________________________________
Cornell department contact name: ____________________________________ Phone: ______________________
Scholar’s signature: ___________________________________________________ Date: ______________________________

SECTION B: To be completed by the International Scholar Advisor (RO /ARO) at current institution

Name of institution: __________________________ E.V. Program Number, __________________________
Exchange Visitor’s SEVIS ID #: __________________________
Start and end dates of E.V. current appointment at your institution: __________________________
SEVIS transfer release date: _______________ Please note Cornell’s Exchange Visitor Program #: P-1-00043
Name of RO or ARO: __________________________ Title: __________________________
Telephone: __________________________ Email: __________________________
Signature: ____________________________ Date: __________________________

PLEASE NOTE: Travel outside the United States using Cornell’s visa document will not be possible until the SEVIS release date as noted below in Part 2, as we will be unable to access your SEVIS record until that date.