

**SCHOOL TRANSFER  
FOR  
STUDENTS IN F-1 STATUS**

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**Purpose**

This handout is designed for students in F-1 status. It will provide you with information on what constitutes a school transfer and the necessary procedures involved when you change from one U.S. institution to another.

**School Transfer**

A **school transfer** means changing from one academic institution in the U.S. to another for the purpose of completing a current or starting a new degree. For example, you would require a school transfer if you had been a full-time student at Miami-Dade College in the spring semester and wanted to be a full-time student at University of Miami (UM) beginning in the fall semester.

**Please note:** As an F-1 student, you are eligible for concurrent enrollment at a second institution without requiring a transfer to this school as long as the enrollment in both schools amounts to a full course of study, and you are registered at the institution on whose Form I-20 you entered the U.S. Courses at the second institution may be taken during Fall, Spring, or Summer sessions.

**Eligibility Requirements**

An F-1 student who is maintaining his/her F-1 status may transfer to another school by following the transfer procedure outlined below. However, if a student has not pursued a full course load (i.e., a minimum of 12 credits for undergraduates, 9 credits for graduates during spring and fall semesters) at the school last authorized to attend or is otherwise not eligible to transfer, he/she is considered to be out-of status and must apply for reinstatement to F-1 status through International Student and Scholar Services (ISSS), or he/she must depart the U.S. and reenter in F-1 status. Please consult with your ISSS Advisor for further information on reinstatement to F-1 status.

**School Transfer Procedure from U.S. Academic Institution to UM**

In order to transfer in to UM, you must inform your International Student Advisor at your current school of your intention to transfer to UM, and obtain a new Form I-20 from UM's Office of International Admission, 214 Merrick Building.

Whether or not you exit the U.S. and use your UM Form I-20 to reenter the U.S. between transferring from your previous school to UM, you are required to bring your UM Form I-20, Form I-20 from your previous school, passport, and Form I-94 to ISSS within 15 days of the program start date listed on your UM Form I-20.

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## **School Transfer Procedure from UM to U.S. Academic Institution**

In order to transfer out of UM, you must use the *School Transfer Out Form for Students in F-1 Status* (available at ISSS and on the ISSS website) to notify ISSS of your intent to transfer. Upon receipt of this form, along with your original Form I-94, we will update your SEVIS record, thereby giving the new school access to your record.

You may be applying to many schools, but your SEVIS record can only be transferred to ONE school. Once we transfer your record out, we CANNOT retrieve it after the release date, and you will have to contact the school you requested that it be transferred to. Your transfer release date will be the end of the current semester unless otherwise requested, provided you have a valid reason. The new school cannot issue you a new I-20 until the record is transferred.

## **Failure to Comply**

If you fail to contact ISSS regarding your school transfer within the required time limit, you are considered to be out-of-status. Being out-of-status renders you ineligible for any type of employment and makes you liable to deportation.

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*For further information, visit the International Student and Scholar Services (ISSS) website at [www.miami.edu/internationalservices](http://www.miami.edu/internationalservices) and/or contact your ISSS Advisor at [iss@miami.edu](mailto:iss@miami.edu)*

*Although your International Student and Scholar Advisor is here to assist you, it is your responsibility to maintain your immigration status. It is imperative that you familiarize yourself with the regulations that govern your status. Failure to comply with these regulations will result in the loss of your student status and may subject you to deportation.*