



SEVIS Transfer Form

PLEASE PRINT CLEARLY

The purpose of this form is to authorize the transfer of a Student and Exchange Visitor System (SEVIS) Certificate of Eligibility form I-20 to be transferred from one SEVIS approved school to another.

To the student:

Please complete the *International Student Information* below and take this form to the Designated School Official (DSO) at your **current** F-1 school. This form should be completed **after** you have been accepted for enrollment by the Gemological Institute of America Admissions Department.

You must cancel this transfer **before** your SEVIS release date if you do not wish to transfer to the Gemological Institute of America.

INTERNATIONAL STUDENT INFORMATION To be completed by International Student

Full Legal Name

Family Name (Surname)

Given Name

Middle Name

Date of Birth (mm/dd/yyyy)

Country of Citizenship

Your confirmed start date at GIA

Name and Location of School that issued your current I-20

Name

Location

I authorize my current school (named above) to release my SEVIS record to the Gemological Institute of America in Carlsbad, California

Student Signature

Date

To the Designated School Official:

The student named above requests a transfer to the Gemological Institute of America. Please complete the *F-1 School Information* below to allow this student to transfer to the Gemological Institute of America in accordance with CFR 214.2 (f)(8)(i)(ii).

F-1 SCHOOL INFORMATION To be completed by the PDSO or DSO

Student's SEVIS Information:

SEVIS ID #

SEVIS Release Date

Please release this student's SEVIS Record to: **Gemological Institute of America, Carlsbad SND214F00382000**

(You must include the comma and Carlsbad to confirm that the SEVIS record will be transferred to GIA Carlsbad, not another GIA location)

Name and Title of DSO Completing this Form

Full Name

Title

Telephone Number

Email

Name of School (as it appears in SEVIS)

Address

Signature of DSO Completing this Form

Date

Please mail or fax this form to: Kasey McCarthy—ISA
Gemological Institute of America MS #15
The Robert Mouawad Campus
5345 Armada Drive
Carlsbad, CA 92008

Phone: 760-603-4000, ext. 7302
Fax: 760-603-4153
Email: kasey.mccarthy@gia.edu

Gemological Institute of America MS #15
The Robert Mouawad Campus
5345 Armada Drive
Carlsbad, CA 92008

TRANSFER INSTRUCTIONS TO INTERNATIONAL STUDENT

Please note that your transfer is not complete until after the International Student Advisor at the Gemological Institute of America (GIA) in Carlsbad, California has received this *SEVIS Transfer Form* and has verification from GIA Admissions that you have been accepted for enrollment.

You must request that your current F-1 school transfer your SEVIS Form I-20A-B (Certificate of Eligibility for Nonimmigrant (F-1) Student Status) to GIA. Your I-20A-B SEVIS record must be in “active” status in order to be transferred. If your I-20A-B SEVIS record is terminated or completed, it can not be transferred.

It is the student's responsibility to confirm that the International Student Advisor at GIA has received the *SEVIS Transfer Form* from your current F-1 school.

It usually takes 7 to 14 business days for your current F-1 school to process your SEVIS transfer request. Please speak to the Designated School Official at your current school regarding the SEVIS transfer processing time.

GIA cannot issue your transfer I-20A-B until after the release date indicated on the *SEVIS Transfer Form*. Your transfer I-20A-B will be mailed to you within 10 business days of the SEVIS release date indicated on this form. You should make a copy of the complete *SEVIS Transfer Form* for your own records.

If you decide to travel outside the U.S. before starting your program, you must have in hand your “Pending Transfer” I-20A-B form from GIA. If your current F-1 visa is no longer valid, you will need to apply for a new F-1 visa at the U.S. Consulate before reentering the U.S. to begin your studies at GIA. If your I-20A-B has not been transferred from your current F-1 school to GIA, you must speak to your Designated School Official at your current F-1 school regarding the SEVIS transfer release date. Please speak to the International Student Advisor at GIA before traveling.

You must start your program at GIA by the next available start date. If the start date is more than 5 months from the SEVIS release date, you must depart the United States and reenter on an “initial” I-20A-B from GIA and a valid F-1 visa from the U.S. Consulate indicating that you will attend the Gemological Institute of America.

It is the student's responsibility to report to the Gemological Institute of America indicated on the SEVIS I-20A-B by your scheduled start date. Failure to report to GIA will result in your I-20A-B being terminated.

You **MUST** contact the International Student Advisor and GIA Admissions if you will not be able to report to GIA by the scheduled start date indicated on your I-20A-B.

Please contact the International Student Advisor for any further information:

Kasey McCarthy
International Student Advisor
Phone: 760-603-4000, ext. 7302
Fax: 760-603-4153
Email: kasey.mccarthy@gia.edu