Transfer Information Form

Please complete Part 1 and Part 2 of this form and ask your international student advisor at your current school for assistance with Part 3. Once your current advisor has completed Part 3, you may return the form to the Office of International Student & Scholar Services by scanning and e-mailing it to oia@pdx.edu or delivering it to East Hall 101 (632 SW Hall St | Portland OR 97201).

Part 1 – Personal Information (To be completed by the student)

Last Name ___________________________  First Name ___________________________
Middle Name(s) _____________________  Date of Birth (MM/DD/YYYY) ______________
PSU Student ID _______________________  Visa Type ☐ F-1 ☐ J-1(Category__________) 
Current e-mail ______________________  Program or OPT End Date _____________ 
SEVIS ID Number _____________________  Current school ________________________

Part 2 – Travel Information and Consent (To be completed by the student)

In most cases, if you are currently in the U.S. and you will not travel outside the U.S. before beginning classes at PSU, you will receive your I-20 or DS-2019 after you arrive at PSU and are registered for classes.

1. Do you plan to travel outside the United States before beginning your program at PSU? ☐ Yes  ☐ No
2. If yes, when do you plan to leave the U.S.? _____________  When do you plan to return? _____________

Please send my I-20 or DS-2019 to the following address:

________________________________________________________________________

City __________________________________________ State/Province ______ Country ______ Postal Code ____________
Contact Telephone Number (REQUIRED)

I consent to the release of the information below to a Designated School Official at Portland State University.

_________________________________________  __________________________
Student Signature  Date

Part 3 – Status Information (To be completed by the DSO)

Has the student completed a request to transfer to PSU? ☐ No ☐ Yes, anticipated release date ____________

Last date of full-time enrollment or OPT ________________ OR ☐ student is in Initial status

Is the student in valid non-immigrant student status? ☐ Yes  ☐ No

If No, please explain the circumstances: __________________________________________________________

______________________________  __________________________
Printed Name of DSO  DSO Signature and Date

DSO E-mail ______________________  DSO Phone Number ______________

Please transfer the student to Portland State University – POO214F00056000 once s/he has satisfied the requirements of your institution’s transfer request process.

T 503-725-4094  F 503-725-5320  www.pdx.edu/international-students/  oia@pdx.edu
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