

OFFICE OF INTERNATIONAL STUDENT AND SCHOLAR SERVICES

This form must be submitted when a J-1 Exchange Visitor (EV) completes their program 15 or more days before the DS-2019 program end date, changes their immigration status, or wishes to transfer their J-1 record to another U.S. institution.

DEPARTMENT INFORMATION

Department Name:

Department Contact:

BENEFICIARY'S INFORMATION

Surname (Last):

First Name(s):

SEVIS ID#:

Email Address:

DS-2019 Start Date:

Current DS-2019 End Date:

Last day of employment/sponsorship:

Reason for Early Departure

Completed J-1 Program 15 or more days early*

Changed to another immigration status (H-1B, LPR, etc.)

Transfer to another U.S. Institution (complete transfer-out to another U.S. institution section below)

SIGNATURES

*The J-1 program will be shortened to reflect the last day of employment and the EV will have a 30-day grace-period after this date to remain in the country and may no longer use the current DS-2019 and visa stamp to leave and re-enter the U.S. If the EV is currently in the Research Scholar or Professor category, they are subject to the 24-month bar, preventing them from obtaining another J-1 visa in the Research Scholar or Professor category for the next 24-months.

Department Contact:

Signature Here Date

J-1 Exchange Visitor:

Signature Here Date

TRANSFER OUT TO ANOTHER U.S. INSTITUTION

Institution Name:

ARO/RO Name:

ARO/RO Email:

ARO/RO Phone:

Transfer Date:

Program #:

J-1 Exchange Visitors must be continuously appointed to a paid or unpaid position to maintain status. Please coordinate with your new program sponsor to ensure there is no gap between the end date at Northwestern and the transfer date to the new institution.

We will notify the new institution via email of the SEVIS transfer.

Please submit this form to your assigned OISS advisor.