

## Transfer Institution I-20 Requirements

- Your application indicates that you are currently in the U.S. on a student visa. If you are admitted to Western Washington University, we must issue a “Transfer Institution” I-20. You may obtain new eligibility by following the “Transfer Institution” procedures of your current (or previous) institution. Please consult with the international student advisor (or DSO) regarding procedures and clarification of your current status. Western Washington University will initiate the transfer completion transaction **after** the release date reported in SEVIS and you have registered for the graduate program.
- You may not be required to return to your home country for processing.
- If you choose to return to your home country, submit the “Transfer Institution” I-20 with your supporting financial documents to the U.S. Consulate for authorization before you return to the U.S.
- Western Washington University requires the additional information listed below to issue the new “Transfer Institution” I-20. Please send copies of the following documents directly to the address at the bottom of this page:
  - current I-20
  - I-94 card
  - page from passport showing visa stamp
  - If your I-20 was issued previous to the SEVIS barcode format, we will need the SEVIS identification number assigned by your previous institution.
- If you are admitted, the enclosed “Transfer Eligibility Form” must be completed and submitted directly to the Graduate School by your current (or previous) institution.

If you have questions, please contact the Graduate School.

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