



Middlebury Institut  
International Studie

Middlebury Institute of International Studies  
International Student & Scholar Services (ISSS)  
440 Van Buren Street, Monterey, CA 93940  
Telephone: 831-647-3586  
Email: [iss@middlebury.edu](mailto:iss@middlebury.edu)

SEVIS Transfer-In Form  
For F-1 and J-1 Records

**SECTION 1: To be completed by student / scholar**

I give permission to release the information necessary to complete my transfer to the Middlebury Institute of International Studies.

Name (please print or type): \_\_\_\_\_  
*Family Name*
*First Name*
*Middle Name*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 2: To be completed by the Designated School Official (DSO)/Responsible Officer (RO)**

Please confirm the individual's status at your institution and transfer his/her SEVIS record to Middlebury Institute of International Studies.

(F-1 School Code: SFR214F01212000) (J-1 Program Sponsor Number: P-1-03198)

*Please note that if the individual is in F-1 student status, and he/she will be outside of the United States for more than 5 months between the end of the program at your school and his/her enrollment at the Middlebury Institute of International Studies, you **should not** transfer the student's record.*

- SEVIS ID#: \_\_\_\_\_
- SEVIS Transfer Release Date: \_\_\_\_\_
- Date of expected completion of study/program: \_\_\_\_\_
  - If an F-1 student, is/was the student pursuing a full course of study? Yes No
- Is the student/scholar currently in status and eligible to transfer to the Middlebury Institute without reinstatement?  
Yes No  
If no, please explain \_\_\_\_\_  
\_\_\_\_\_
- Has the student/scholar been recommended for employment authorization? Yes No  
Dates of authorization and authorization type: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form by email or regular mail to the above email address/address above.