

J-1 Exchange Visitor Internal Transfer Form

Submit this form with the [DS-2019 Initial Request Form](#) and all required attachments to the HR specialist for the new UH sponsoring unit at least 45 days prior to the transfer start date. Transfers cannot take place after the end date on the current DS-2019. The exchange visitor must retain the same program objectives and remain in the same subject area /field with the new department.

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J-1 EV: _____

Current UH college/school & dept: _____

New UH college/school & dept: _____

Current DS-2019 dates: _____ to _____ Transfer dates: _____ to _____
mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy

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Current Sponsoring Department's Statement
(faculty sponsor must complete this section)

I am aware that _____ has requested a transfer of his/her program to another UH sponsoring unit effective _____.

Please comment on how the transfer will help the EV achieve his/her program objectives.

Faculty sponsor's signature: _____ Name: _____ Date: _____