



SYRACUSE UNIVERSITY

LILLIAN AND EMANUEL SLUTZKER CENTER FOR INTERNATIONAL SERVICES
DIVISION OF STUDENT AFFAIRS

Dear International Student,

We have been informed by the Enrollment Management Center that you have decided to transfer to Syracuse University for the Spring 2009 semester that begins on January 12, 2009.

To receive your transfer pending I-20 or DS-2019:

1. Please go to our website (http://international.syr.edu/transfer_to_su.htm) and complete Section A of the Transfer In form. Please have your International Student Advisor fill out Section B.
2. Next, please scan it and e-mail it to tturnbu@syr.edu with the subject line of "Completed Transfer In form", or fax it to the attention of Tina Turnbull at 315.443.3091.
3. After the Transfer form is received and it is past the release date indicated on it, Syracuse University will issue a new I-20/DS2019.
4. If you indicated that you will remain in the US on the form, you can pick up the document from our office when you arrive at Syracuse University.
5. If you indicated that you will travel out of the US after completing/leaving your previous school or university and before you will attend Syracuse University, we will mail it by regular airmail to the address that you provided (airmail can take 3 to 4 weeks to be received overseas). If you would like to receive your document quicker, you are welcome to pay for express mail (you receive it overseas in approximately a week). You will need to e-mail the above address with your name, address where you would like to receive it, telephone number, credit card number and the expiration date (we do not need the 3 digit security code on the back).

Pre-Arrival Information:

It is very important that you read the pre-arrival documents listed below. They are available on our website: http://international.syr.edu/todo_list.htm.

(i) Preparing for Your Arrival, (ii) Health Form (iii) Essential Medical Information, (iv) Health Insurance, (v) Immunization, (vi) Housing, and (vii) Things To Do Upon Your Arrival.

Upon arrival to Syracuse University you MUST do the following:

1. **All Students** It is mandatory that you report in person to the Slutzker Center for International Services (SCIS) upon your arrival to Syracuse University.
2. **F1 students** It is your responsibility to maintain valid health insurance at all times, including for your dependents if applicable. This can be purchased upon arrival through the Syracuse University endorsed plan. You will be required to submit proof of an approved health insurance plan within a week of arrival.
3. **J1 students** The Immigration Regulations require you to maintain valid health insurance throughout your stay in the United States as a J1 student. If you have any dependents, they must be covered by the insurance as well. Upon arrival, you will be required to submit a copy of your valid health insurance (and your dependents' insurance, if applicable) that meets the U.S. Department of State standards.
4. **Although classes begin on January 12th, remember that you must arrive no later than January 11th to check in with the Slutzker Center (SCIS), find housing, and attend the International Student Orientation on January 11th in the afternoon.**

Travel and Visa Information:

1. **If you are *not* from Canada, you need to check your visa stamp to make sure that it will be valid upon re-entry to the United States.**
2. (Unexpired Visa) You do not need to apply for a new visa stamp if your current one is still valid. Despite the fact that your current visa stamp indicates your previous school, you will be able to use it to re-enter the US when using your Syracuse University transfer pending I-20.
3. (Expired Visa) If you are going to travel out of the US with the transfer pending I-20 or DS-2019 and your previous F1 or J1 visa has expired, you may use the Transfer Pending I-20 or DS-2019 to obtain a new visa stamp for your passport. If you do not have a valid visa, you need to obtain the visa appropriate to the document that you are requesting. Please contact the U.S. Consulate in your home country for application procedures. Be prepared to present financial documentation with the document when you apply for the visa. As a transfer student, you are not required to pay the SEVIS fee again unless you no longer have proof that you have paid it. You should carry all of your previous I-20 or DS-2019 forms in the event that you are asked further questions about your previous status.
4. (Port of Entry) You may be asked to show your financial support statement again.
 - Entering by Land: A form I-94 arrival/departure record will be formally issued to you at the cost of six dollars (\$6) in US currency (you strongly urged to have the \$6 in cash because the I-94 must be issued before you reach the foreign exchange window, if you are entering the US by land).
 - Entering by other methods: The name on your I-94 document you complete in the airplane just prior to arrival must match your name on your passport and on your I-94.

Please note that due to increased scrutiny, your name on the documents I-20 or DS-2019 and I-94 should reflect the way your name is presented on your passport. ***If the name on your I-20 or DS-2019 is not accurate, please let us know immediately.*** There is one exception to this for students who only have a first name and do not have a last name. For these students, we will put your first name in the last name box instead of the first name box as is required by immigration.

All visitors (students included) arriving in the US after January 5, 2004 will be digitally photographed and have their fingerprints taken by the immigration officer.

First Day in Syracuse:

It is expected that you will report to the Slutzker Center (SCIS) on your first day in Syracuse to attend to necessary matters and begin your mandatory orientation program. Although classes begin on January 12th, remember that you will need to arrive no later than the morning of January 11th to **check in with the Slutzker Center (SCIS), find housing, and attend the International Student Orientation on January 11th in the afternoon.**

After January 12, 2008:

F1 students only: If you have checked in with SCIS, entered your current address into MySlice and are registered as a full-time student, SCIS will register your record in SEVIS. Approximately 2 to 4 weeks after classes begin; we will issue "Continued Attendance" I-20's. You will be notified by e-mail about when you can pick it up from SCIS. You must pick up the Continued Attendance I-20, as it will be the most current I-20 and will be the one you use for travel, filling out I-9's, obtaining a drivers license, and filling out the social security application among other things.

If you have any questions, or concerns, please contact the Slutzker Center by telephone, fax or email. Our office hours are Monday – Friday 8:30 am to 5:00 pm during the academic year. We wish you a safe journey to Syracuse University and we look forward to meeting you.

Sincerely,



Tina Turnbull

International Student and Scholar Advisor