

 **UNIVERSITY OF
NORTH DAKOTA**
INTERNATIONAL CENTER
Transferring to UND

Federal regulations require you to have an I-20 from a specific school in order for you to attend courses at that school. Here are the steps you need to take to make that happen:

1. Get your UND acceptance email
 - To apply to UND, start with the undergraduate [admissions website](#) or [graduate studies website](#)
 - If you have questions about undergraduate admissions, you can contact the [Admissions Office](#), for questions about graduate admissions, you can contact recruitment@gradschool.UND.edu.
 - When you are accepted, you will receive electronic versions of your acceptance letter, a registration checklist, the UND academic calendar, and academic advisor contacts.

2. Request your current institution transfer your SEVIS record to UND
 - In order to have your SEVIS record transferred, you must provide your acceptance email to your current institutions international office staff.
 - Once you receive your acceptance email to UND, you should receive an email from an International Student Advisor within a few days letting you know to request your SEVIS record be transferred
 - Being admitted to UND does not necessarily make you eligible to receive a UND I-20. You must also prove you have the financial means at your disposal to study for one year. If you have not yet submitted both your Certificate of Finances and bank statement, you will not be able to your I-20 until those requirements are met.

3. Work with an International Student Advisor at UND to get your new I-20
 - International Student Advisors check for transferred SEVIS records every few days. However, if you know your SEVIS record has already been sent to UND, please email the International Student Advisor.
 - Once your SEVIS record has been transferred, the International Student Advisor will review your file to ensure everything is in order and if so will create your I-20. This can take 1-4 business days.
 - When your I-20 is ready, the International Student Advisor will let you know. You will schedule an appointment to pick up your I-20 and hardcopies of your official UND acceptance letter, a registration checklist, the UND academic calendar, and academic advisor contacts.

4. Educate yourself on immigration requirements for Degree-Seeking students.
 - You are responsible for **all** of the information on page 3 of your I-20, make sure you read it!
 - You will learn more about F-1 status rules at orientation. It is mandatory because it is such important information!
 - You can also find additional information at the International Center's [website](#) - <http://und.edu/academics/international-center/international-student-services/index.cfm>, as well as at <https://studyinthestates.dhs.gov/>. While the internet is a great resource for information, make sure you get it from credible sources!
 - International Student Advisors are here to help answer questions, but maintaining **your** F-1 status is **your** responsibility. You can reach International Student Advisors by phone or email. International Student Advisors see students on a walk-in basis from 3-4pm each weekday.
 - To set up appointments, you can use UND's Starfish system to search their name and request an appointment.