

## NYFA I-20 Transfer Instructions

Here is the information for how a student can transfer their current I-20 to the New York Film Academy. Please review the instructions and provide the student with the I-20 Transfer Form, and a Financial Verification Form available at the NYFA Agent Resources Center.

Please have the student take the I-20 Transfer Form along with their NYFA acceptance letter to their current school's international student office to complete the process.

## How to transfer as an F-1 student to NYFA:

If you are currently in the US studying at another school, then you may be able to transfer your I-20 to New York Film Academy.

- In order to be eligible to transfer you must be in good status as an F-1 student. We will verify this with an official from the last school you have attended.
- You can only transfer during or within 60 days after the program end date at your last school.
- The start date of the program you are transferring to at NYFA must begin no more than 5 months after the program end date at your last school attended. If there is more than 5 months between the dates, then you will have to return home and we will issue a new initial I-20.
- You must take the next available class start date after your current program ends in order to transfer. If you want to attend a later date you must depart the US and return with a new initial I-20 we will issue you.
- If you want to transfer out of your current program before the end date, you must arrange the transfer before you drop out of your current school. You must continue to attend your current school until the transfer has been completed.
- You must take a full time course at NYFA. Evening classes are not full time and not eligible for an I-20.

There is a \$150 International Student fee.

## STEPS to TRANSFER I-20

1. Complete Transfer Application (below)
2. Send required documents
3. After you complete the application and send documents, we will send you a Transfer Verification form to give to your current or last school attended
4. You must complete the Transfer Verification form and submit it to the responsible official at your last school. They will then transfer the I-20 on the requested date.
5. NYFA will issue you a transfer pending I-20 if needed.
6. After you have registered and started school, you'll be issued a new I-20 for NYFA and notified to pick up at the International Office. Be sure to pick up this new I-20 from the International Office.  
Please do not forget to complete this last step! It's important that you always have correct immigration documents while in the US.

## APPLICATION TO TRANSFER I-20

In order to request to transfer as an F-1 student, you must return the questionnaire below to us (by email) and provide the documents listed. Please fax or scan and email, do not send originals. We cannot be responsible for any original documents you send. Maintain a copy of anything you send us. Do not send anything until you have applied to the school and been accepted.

## REQUIRED DOCUMENTS

1. Financial documents that prove you have the funds to pay for your tuition and living expenses, such as: letters from sponsor, letters from a bank certifying an amount on deposit. Anything not in English must be translated. You may show us what you provided to your last school and we will evaluate whether you need new documents.

You will also need to submit the attached Financial Verification Form (please complete both pages).

2. Copies of all I-20s that you were issued for ALL schools you have attended since you began studies in the US.
3. Copy of your visa, I-94 card and passport information page

## APPLICATION FOR TRANSFER OF I-20

Please complete the following and return by email or copy the following text into an email to return the information. All responses must be typed.

1. Family name:
2. First name:
3. Middle name:
4. Date of birth (please spell out month):

Month:

Day:

Year:

5. Gender (M or F):
6. Country of birth:
7. City of birth:
8. Country of citizenship:
9. Phone number:
10. Email address:
11. Your current US address:

Street Address:

City:

State:

Postal code:

Telephone:

12. List each workshop you will be attending, specify name of each workshop and length (i.e. one year filmmaking, 4 week acting, etc.):

13. List the starting date of each program:
14. Which NYFA location will you be attending (New York or Los Angeles)?
15. \$1900 per month is the minimum estimated amount for living expenses (rent, food, basic needs). Along with tuition amount, you will have to prove that you have this amount available.
- 15A. Do you expect to spend less than \$1900 per month for living expenses? If so, please state why your expenses are less, such as if you will be residing with family or friends. Also provide a letter from your host.
16. Are you proficient at speaking English? If you are from a country where English is not the official language, then please describe your experience and any study of English. We may require a telephone interview to assess your language skills.
17. What is the name of the school and the program end date of your classes at the school you are currently attending or last attended?
18. Do you plan to travel outside the US after your current school ends and before attending NYFA? If so, what are the dates of travel?