



TRANSFERRING TO A DIFFERENT INSTITUTION

If you feel that the program of study at your current academic institution is unsatisfactory, and you wish to consider a transfer to another institution, you are expected to discuss the matter first with your academic and/or international student adviser and then contact your AMIDEAST adviser. You should not proceed any further without approval from AMIDEAST.

Transfers are discouraged because there is almost inevitably some loss in time and academic benefit—very few universities will apply all the credits you have earned from your current institution. It is your responsibility to find out which credits will be applied to your new degree, and how long the transfer will delay completion of your program. It is unlikely that your transfer request will be approved if transferring will result in a delay of the completion of your academic program.

If your university transfer results in an unanticipated delay of the completion of your academic program, your Fulbright grant will not be extended. If the completion date of your academic program will occur after your Fulbright Maximum Funding Date (MFD), you will have to find other means of support for the remaining period.

If you are awarded financial assistance from your original academic institution in the United States, it is essential that you obtain a release from any obligations you may have to that institution. You should also bear in mind that you may have to obtain a financial aid award from any institution to which you wish to transfer.

If AMIDEAST approves your request to pursue a transfer, it will be your responsibility to research appropriate programs. After you have chosen the one or two programs to which you would like to apply, please inform your AMIDEAST adviser of your choices *in writing*.

Once your AMIDEAST adviser has evaluated and approved your desired schools, you may begin the actual application process. You will be responsible for obtaining and fully completing the university applications, paying the application fees, writing a statement of purpose, obtaining new letters of recommendation and requesting all standardized test scores.

Upon written request, AMIDEAST will provide to the universities to which you are applying certified copies of the transcripts, diplomas, and standardized test scores that were included in your Fulbright dossier. AMIDEAST will also provide an appropriate cover letter outlining the nature of your Fulbright grant.

Your AMIDEAST adviser will work with you throughout the transfer approval process. **Before you may transfer to a different university, your binational Fulbright Commission (if applicable) and the United States Department of State must approve your request.** To make this request, AMIDEAST will submit these items to your binational Fulbright Commission (if applicable) and the United States Department of State:

1. A photocopy of the university's letter offering you admission;
2. A photocopy of the university's letter offering you tuition assistance (if applicable);
3. A letter from you requesting permission to transfer and justifying your request;
4. A letter from your proposed academic adviser at the new institution supporting your request.

AMIDEAST will notify you whether your Fulbright Commission and/or the State Department have approved your request. If your request is approved, AMIDEAST will issue you a new DS-2019 when you transfer to your new university. *All costs associated with relocating to your new university (such as airfare, temporary housing, etc.) are your responsibility.*