Student and Exchange Visitor Program

SEVIS Release 5.4 Training

October 17, 2006





U.S. Immigration and Customs Enforcement

Part I: F/M School User Training



New Functionality in Release 5.4 for F/M School Users

The major functionality added to the Student and Exchange Visitor Information System (SEVIS) for F/M School Users includes the ability to submit the following correction requests via SEVIS:

- Request Change to Student Status
- Request Change to Termination Reason
- Request Change to Program Dates
- Request Change to Student Request

These correction requests will require Student and Exchange Visitor Program (SEVP) review.

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			Student Ir	formation		
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erminate Student		UNITED KINGDO	M	Secondary Major:		
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dits:		20001		Program End Date:	07/10/2010	
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inancial Information	Driver's License Nu	mber:		Current Session End Date:	08/01/2006	
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ersonal Information	Individual Taxpayer ID Nu	mber:		School Requires English	yes	
rogram Information				Student Was English Proficiency:	vor	
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new: equest/Authorization retails				Remarks:		
mployment/Training:	Finan	ial Information		Travel Inf	ormation	
uthorization	Number of M	onths: 12		Passport Number:	0707200670	
	Tuition	Fees: \$5,000.00		Visa Number:	0707200669	
mployment	Living Expe	nses: \$5,000.00		Visa Issue Date:	04/07/2006	
	Dependent Expe	nses: \$5,000.00		Visa Issue Post:	LONDON (LON)	
PT Request	Other	Costs:		Port of Entry:	WASHINGTON	DC (WAS)
orrections:	Other Costs Com	ment:		Date of Entry:	07/05/2006	
equest Change to	Total Expe	nses: \$15,000.00		I-94/Admission Number:	01234567890	
cauent Request	Student's Personal F	unds: \$25,000.00		Port of Departure:		
equest Change to	Funds From This S	chool:		Date of Departure:		
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rogram Dates	Source	Type:		Transaction Type:	Payment	
	On-Campus Employ	ment:		Transaction Date:	07/01/2006	
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	Dependents:	andlu Mama	Final blass (Delationship	Condon	Chabus
	N0000105354 S	evis	John	SPOUSE	MALE	ACTIVE
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The process for submission and review of all correction requests is as follows:

- 1. Principal Designated School Official (PDSO) or Designated School Official (DSO) submits the correction request via SEVIS.
- 2. SEVP performs a review with one of three possible results.
 - a. Request for Information
 - b. Approve
 - c. Deny
- 3. School user who submits the correction request, as well as the campus PDSO if not the submitter, receives email notification of SEVP decision.

The detailed process for submission and review of each correction request type is covered in the following slides.



The PDSO and DSO will be able to request a change to a student status via SEVIS. The PDSO/DSO will be able to submit this correction request as outlined in the below table.

A correction request for a student in this status	May be submitted to change to this status
Active	Canceled or Initial
Canceled	Active, Completed, or Initial
Completed	Active, Canceled, or Initial
Initial	Completed or Terminated
Terminated	Active, Canceled, Completed, or Initial



To request a change to a student status, the PDSO/DSO selects the <u>Request Change to</u> <u>Student Status</u> link in the Corrections menu of the *Student Information* screen.





From the *Request Change to Student Status* screen, the PDSO/DSO must perform the following to submit the correction request:

- 1. Select a requested status from the Change Status To drop-down list.
- 2. If request is to change to Active or Initial status, enter Program Dates.*
- 3. If request is to change to Active status, enter Session Dates.*
- 4. If request is to change to Canceled status, select a Cancelation Reason.*
- 5. If request is to change to Terminated status, select a Termination Reason.*
- 6. Enter remarks in the Correction Remarks field.
- 7. Click the Submit Correction button.

* Only enter/select if related to the requested status selected in Step 1.



U.S. Immigration and Customs Enforcement		E	Student & Exchange Visitor Information System	SEVIS				
<u>Help Tutoria</u>	al Loqout			POSO, DSO <u>Get Adobe Reader</u>				
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			Request Change to Student Status					
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			Requireu neius are indrkeu will an asterisk ().					
			Student Information					
			SEVIS ID: N0000105383					
			Family Name: Sevis First Name: Kim					
			Date of Birth: 01/01/1980					
			Country of Birth: UNITED KINGDOM					
			Country of Citizenship: UNITED KINGDOM					
			Gender: FEMALE					
			School Rame: Kelease 5.4 Iraining School Program Start Date: 87/18/2886					
			Program End Date: 07/10/2010					
			Visa Type: F-1					
			Status: CANCELED					
			Request Information					
	1. * Change Status To:		-					
	2. * Program Dates (Update if changing to	Initial or Activ	re status only.)					
	Program Start Date:	07/10/2006	(MM/DD/YYYY)					
	Program End Date:	07/10/2010	(14)(15)(1000)					
	2 * Consiste Datasa (Bernvined if share size to	A	(MMCDUTTTT)					
	Current Session End Date:	Active status	.) ./////DD-//4444/					
	Next Courses Chest Dates		(MMCDU/TTTT)					
	next session staft Date:		(MM/DD/YYYY)					
	🔲 The student is in the last session of	his/her prog	ram. If checked, do not enter Next Session Start Date.					
	4. * Cancelation (Required if changing to Ca	nceled status)					
	Cancelation Reason:							
	5. * Termination (Required if changing to Terminated status.)							
	Termination Reason:	l						
	Termination Reason Comment: (Required if "Otherwise Failing to Maintain Status" is selected.)							
			×					
	6. * Correction Remarks:							
	Submit Correction Reset Values Cancel							
			17711 (2006 (Tinesdau)					
			01/11/2000 (1085049)					

Once the PDSO/DSO submits the request to change a student status, the *Submit Successful* screen will display with the Request ID for the correction request.





The pending correction request, including Request Type, Request Status, and Request ID, will display at the bottom of the *Student Information* screen.

To view or cancel the pending correction request, the PDSO/DSO selects the <u>View</u> and Cancel Pending Correction Request link in the Corrections menu.

Note: The pending correction request may also be viewed by selecting the <u>Request/Authorization Details</u> link in the View menu.

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<u>Main Help Tutorial</u>	<u>Loqout</u>					<u>Get Adobe</u>
			Student Ir	formation		
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Below Full Course						
Change Education	Personal I	nformation		Program II	formation	
Level	SEVIS ID	N0000105353		Status:	ACTIVE	
Complete Program	Family Name First Name	Nancy		Termination Reason:	E-1	
Dissiplinary Addres	Country of Birth	UNITED KINGDOM		School Name:	Release 5.41	raining School
Disciplinary Action	Date of Birth	01/01/1980		School Code:	WAS214F12	321000
Extend Program	Country of Citizenship	UNITED KINGDOM		Campus Name:	DC Campus	
Registration	Gender	FEMALE		I-20 Issue Reason:	CONTINUED	ATTENDANCE
Charles Decare	Foreign Address	1 Landan		Education Level:	MASTER'S	
shorten Program		UNITED KINGDOM		Major:	Physics, Gen	eral
Terminate Student	U.S. Address	1		Secondary Major		
Transfer Out		Washington DISTRICT OF COLUM	IBTA	Program Start Date:	07/10/2005	
Editor		20001		Program End Date:	07/10/2010	
Dependents	SSN			Normal Length of Study:	48	
Financial Information	Driver's License Number			Current Session End Date:	08/01/2006	
rinancial información	Driver's License Issuing State			Next Session Start Date:	09/01/2006	
Personal Information	Individual Laxpayer ID Number			School Requires English	yes	
Program Information				Student Has English Proficiency	Ves	
View: Request/Authorization Details				English Is Not Required Becauses Remarks:		
Employment/Training:	Financial I	nformation		Travel Int	ormation	
Authorization	Number of Months	12		Passport Number:	0707200670	
Off-Campus	Tuition Fees	\$5,000.00		Visa Number:	0707200669	
Employment	Living Expenses	\$5,000.00		Visa Issue Date:	04/07/2006	
OPT Request	Dependent Expenses	\$5,000.00		Visa Issue Post:	LONDON (LO	N)
	Other Costs Other Costs			Port of Entry:	WASHINGTO	NDC (WASJ
Request Change to	Total Expenses	\$15.000.00		I-94/Admission Number:	01234567890	1
Student Request	Student's Personal Funds	\$25,000.00		Port of Departure:		-
Request Change to	Funds From This School			Date of Departure:		
Program Dates	School Fund Type					
View and Cancel	Funds From Other Sources			I-901 SEVIS Fee Pa	yment Infor	mation
Pending Correction	Source Type			Transaction Type:	Payment	
Request	On-Campus Employment			Transaction Date:	07/01/2006	•
	Total Funding	\$25,000.00		Transaction Amount:	\$100.00	
				Fee Payment/Cancelation Receipt Number:	CCC1234567	890
	Dependents:					
	Sevis ID Famil [®] N0000105354 Sevis	/ Name	First Name John	Relationship SPOUSE	Gender MALE	Status ACTIVE
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	Correction Requests:		Request Status	Deques	ID	
	Student Status Change		PENDING	306	10	



Once the correction request is submitted via SEVIS, SEVP may take one of three actions:

- Request for Information
 - School user who submitted the correction request, as well as the campus PDSO if not he submitter, receives the "Request for Information" email with the description of the requested information and instructions for submitting the information.
 - > The student status does not change.
- Approve
 - School user who submitted the correction request, as well as the campus PDSO if not the submitter, receives the "Approval Notification" email with the statement of approval.
 - > The student status is changed to the requested status.
- Deny
 - School user who submitted the correction request, as well as the campus PDSO if not he submitter, receives the "Denial Notification" email with the explanation of the reason for denial.
 - > The student status does not change.



Request Change to Termination Reason

The PDSO and DSO will be able to request a change to a student termination reason via SEVIS.

To request a change to a student termination reason, the PDSO/DSO selects the <u>Request Change to Termination Reason</u> link in the Corrections menu of the *Student Information* screen.

Note: This link is only available on Terminated status student records.

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		Cet Adobe Pea
n		
Program Ir	nformation	
Status	TERMINATE	D
ermination Reason:	WITHDRAW	D EARLY
Visa Type:	F-1	
School Name:	Release 5.4	Training School
School Code:	WAS214F12	2321000
Campus Name:	DC Campus	
I-20 Issue Reason:	CONTINUED	ATTENDANCE
Education Level:	MASTER'S	
Major	Physics, Gei	neral
Secondary Major:		
Minor:	07/10/2004	
Program End Date:	87/10/2000	, 1
al Length of Stude	48	•
t Session End Date:	08/01/2000	6
Session Start Date:	09/01/2000	5
ol Requires English	yes	
English Proficiency:	Vec	
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Remarks		
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Faver III		•
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Port of Entry	WASHINGT	ON DC (WAS)
Date of Entry:	07/05/2000	6
Admission Number:	0123456789	90
Port of Departure:		
Date of Departure:		
01 SEVIS Fee Pa	yment Info	rmation
Transaction Type:	Payment	
Transaction Date:	07/01/200)6
ransaction Amount:	\$100.00	
Cancelation Receipt Number:	CCC123456	57890
Gend	er Sta	atus
MALE	TEF	KMINATED
Receipt	Number	



Request Change to Termination Reason

From the *Request Change to Termination Reason screen*, the PDSO/DSO must perform the following to submit the correction request:

- 1. Select a Termination Reason from the drop-down list.
 - a. If "Otherwise Failing to Maintain Status" is selected, enter comments in the Termination Reason Comment field.
- 2. Enter remarks in the Correction Remarks field.
- 3. Click the Submit Correction button.

U.S. Immigration and Customs Enforcement	ICE	Student & Exchange Visitor Information System	SEVIS
<u>Main Help Tutorial Loqout</u>			POSO Get Adobe Reader
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I	Request Change	to Termination Reason	
	Required fields are	marked with an asterisk (*).	
	Stude	nt Information	
	SEVI	S ID: N0000105353	
	Family N	ame: Sevis	
	First N	ame: Nancy	
	Date of I	Birth: 01/01/1980	
	Country of I	Birth: UNITED KINGDOM	
	Country of Citizen	ship: UNITED KINGDOM	
	uel School N	nder: FEMALE	
	Program Start I	Date: 07/10/2006	
	Program End I	Date: 07/10/2010	
	Visa T	Type: F-1	
	St	atus: TERMINATED	
	Reque	est Information	
1. * Termination Reason:			
Termination Reason Comment	: (Required if "Otherwise Faili	ng to Maintain Status" is selected.)	
2. * Correction Remarks:		A V	
	,		
	Submit Correction	Reset Values Cancel	
	07/07	(2006 (Eriday)	



Request Change to Program Dates

The PDSO and DSO will be able to request a change to student program dates via SEVIS. The PDSO/DSO will be able to submit this correction request for a student in the following status:

- Active
- Canceled
- Completed
- Initial
- Terminated

To request a change to student program dates, the PDSO/DSO selects the <u>Request</u> <u>Change to Program Dates</u> link in the Corrections menu of the *Student Information* screen.

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Sets of SN: Normal Length of Study: 48 Driver's License Number: Current Session End Date: 08/01/2006 Driver's License Issuing State: Next Session End Date: 08/01/2006 Driver's License Issuing State: Next Session End Date: 08/01/2006 Driver's License Issuing State: Next Session End Date: 08/01/2006 Driver's License Issuing State: School Requires English Proficiency: ves Driver's License Issuing State: School Requires English Proficiency: ves Driver's License Issuing State: School Requires English Proficiency: ves Driver's License Issuing State: Remarks: Statelis Number of Months: 12 Drif E moleyment, Training: Parsport Number: 0707200656 Driver Statelis Onto Text: 55,000.00 Drif E noleyment Visa Number 0707200657 Drif E noleyment Onto Costs: Off Campus Other Costs: Driver State: Student Expenses: \$5,000.00 Student State: Student State: State: Student State: State: Student State: Stat	Edits:		20001		Program End Date:	07/10/2010	
Initial Information Driver's Licence Studies Number: Note Session Stand Date: Note Session	Dependents		SSN:		Normal Length of Study:	48	
Initialization Driver's License Issuing State: Initialization Descand Information Individual Taxpayer ID Number: School Requires English yes: Descand Information School Requires English Preferency yes New: Student Has English Is Not Required Because: Student Has English Is Not Required Because: Remarks: School Requires English Preferency yes English Is Not Required Because: School Requires English Preferency yes Remarks: School Requires English Is Not Required Because: Remarks: School Requires English Is Not Required Because: Remarks: School Reprint Information Remarks: PET English Is Not Required Because: Remarks: School Required Because: Required Because: School Required Because: School Required Because: School Required Because: School Required Because: School Fund Type: School Required Because: School Fund Type: School Required Because: School Fund Type: School Fund Type: Servis ID Fromowing (\$25,000.00) Transaction Amount \$100.00 Fee Payment/Canne	the second state of the second state of	Driver's Lic	ense Number:		Current Session End Date:	08/01/2006	
Individual Taxpayer ID Number: School Requires English yes Personal Information School Requires English yes Number: Student Has English Proficiency: Sequent Information Remarks: Sequent Statutorization Remarks:	Inancial Information	Driver's License	Issuing State:		Next Session Start Date:	09/01/2006	
Protection is constrained information Student Has Explisit Profelency: yees Financial Information Details Financial Information Remarks: PTF Enclose Training: Financial Information Remarks: Dependent is Nor Required Because is Student Has Explisit Profelency: yees Remarks: Defi-Campus Travel Information Uning Expense: \$5,000.00 Visa Number 0707200657 Dependent Expenses: \$5,000.00 Visa Number 0707200657 Off-Campus Uning Expenses: \$5,000.00 Dependent Expenses: \$5,000.00 Visa Issue Post: L0NDDN (L0N) Dependent Expenses: \$5,000.00 Date of Envy: WASHINGTON DOE (WAS) Convertions: Convertions: Student Kas Explose Number: Dependent Expenses: \$5,000.00 Student Kas Explose Number: Dependent Expenses: \$5,000.00 Student Kastus Student Kastus Student K	Personal Information	Individual Taxpay	er ID Number:		School Requires English	yes	
Student Status Student Status Status Student Status Status Remarks: Status Number of Months: 12 DFT Endowner Number of Months: 12 DFT Endowner Dependent Spenses: \$5,000.00 Status Onter Costs: Other Costs: Other Costs: Status Change to Status Status Status	Program Information				Proficiency:		
View: Sequest Activity Secuests: Sequest Changes to Secuest Secuests: Secuest Activity Secuests: Secuest Activity Secuests: Secuest Activity Secuests: Secuest Activity Secuests: Secuest Activity Secuests: Secuest Changes to Secuest Chan	Tog all internetion				Student Has English Proficiency:	yes	
Employment/Training: Financial Information Travel Information CPT Induction and WithOrd status Number of Months: 12 Parsport Number: 0707200657 Off-Campus Enclorment Tuttion Fear: \$5,000.00 Via Number: 0707200657 Off-Campus Enclorment Dependent Expenses: \$5,000.00 Via Number: 0707200657 OPT Request Opter Costs 0 OPT Request Other Costs 0 Other Costs 0 10000 (UON) Sequest Channet to Student Request Student & Dependent & School: 0 Prior Total Funding: \$25,000.00 104/04 (Status) Date of Entry: 07/05/2006 Student Request Student & Dependent & Off (Concernance & Dependent & Dependen	View: Request/Authorization Details				Remarks:		
Authorization Number of Montha: 12 Parsport Number: 0707200656 Off-Campus Tuition Face: 15,000.00 Vira Issue 0707200657 Off-Campus Dependent Expanse: \$5,000.00 Vira Issue Date: 03/01/2006 OPT Request Dependent Expanse: \$5,000.00 Vira Issue Date: 03/01/2006 OPT Request Other Costs Other Costs OPT Request Other Costs Other Costs Convections: Convections: Other Costs Request Statuer Student Expanses: \$5,000.00 1549/46/mission Number 0123455780 Student Request Student Personal Funds: \$25,000.00 Port of Departure: Request Channe to Student Personal Funds: \$25,000.00 Port of Departure: Student Statur Student Tip school: Date of Departure: Sectiont Statur School Fund Type: Information Frunds From Other Sources: Information Date: \$27,000.00 Transaction Appuer On-Camput Employment: Transaction Appuer Transaction Appuer On-Camput Employment: Transaction Appuer Number: Servis ID Femily Name First Name Relationship Student RequestS: Servis Spouse SPOUSE Student RequestS: Request Status Request Status Receipt Number	Employment/Training: CPT Employment		Financial Information		Travel Inf	ormation	
Off-Camput Intellor Paces \$5,000.00 Via Number: 0707200657 Off-Camput Intellor Paces \$5,000.00 Via Number: 0707200657 Off-Camput Intellor Paces \$5,000.00 Via Isrue Data intellor Intellor Via Isrue Data intellor Via Isrue Data intellor Via Isrue Data intellor Via Isrue Pace Pace Via Isrue Pace Intellor Via Isrue Via Isrue Pace Intellor Via Isrue Pace Intellor Via Isrue Pace Intellor Via Isrue Via Isrue Via Isrue Via Isrue	Authorization	Numb	per of Months: 12		Passport Number:	0707200668	
Constitutions Using Expenses; \$5,000.00 Via Issue Date; 03/01/2005 OPET Request Other Costs: Using Expenses; \$5,000.00 OPET Request Other Costs: Date of Entry: WASHINGTON DC (WAS) Convections: Other Costs: Date of Entry: WASHINGTON DC (WAS) Convections: Other Costs: Date of Entry: WASHINGTON DC (WAS) Securet Change to: Student's Personal Funds; \$25,000.00 19/4/Admission Number; 012/35/2006 Student Request Student's Personal Fund; \$25,000.00 Port of Departure: Student Status School Fund Type: Date of Departure: Request Change to: Sources Type: Date of Departure: On-Campus Employment: Transaction Type: Payment Transaction Date: On-Campus Employment: Transaction Amount \$100.00 Fee Payment/Cancelation Receipt Transaction Amount \$100.00 Fee Payment/Cancelation Receipt Ctcl:234587390 Dependents: Sevis 10 Family Name First Name Student Requests: Request Status Spouse SPOUSE Student Requests: Request Status Receipt Number	Off-Campus		Tuition Fees: \$5,000.00		Visa Number:	0707200667	
Dependent Expenses: \$5,000.00 Via Issue Post: LONDON (LON) Convections: Other Costs: Port of Entry: WASHINGTON DOL (WAS) Convections: Other Costs: Date of Entry: 07/05/2006 Saudent Stepneses: 15,000.00 1-94/Admission Number: 01234567890 Date of Departure: Saudent Change to Work of the Toron Other Sources: Date of Departure: Date of Departure: Saudent Change to Work of the Sources: Date of Departure: Date of Departure: Saudent Change to Work of the Sources: Date of Departure: Date of Departure: Source Type: Transaction Type: Payment Information Transaction Type: Payment 2 Transaction Amount: \$1000/2006 Dependents: Services: Transaction Amount: \$100.00 Transaction Amount: \$100.00 Services: Services: Spoure SPoure: Number: CC:1234567890 MODD/UDSP49 Sevies: Spoure: Spoure: Spoure: Spoure: Student Requests: Request Status Receipt Number: ACTIVE	mployment	Liv	ing Expenses: \$5,000.00		Visa Issue Date:	03/01/2006	
Dull Resourds Other Costs: Port of Entry: WASHINGTON DE (WAS) Demonstions: Cherroctions: Date of Entry: WASHINGTON DE (WAS) Brauust Change to Total Expanses: \$15,000.00 1-94/Admission Number: 01234567890 Brauust Change to Student & Portsonal Funds; \$25,000.00 Port of Departure: Brauust Change to Student & Portsonal Funds; \$25,000.00 Port of Departure: Brauust Change to Student & Stores: Date of Entry: WASHINGTON DE (WAS) Brauest Change to Student & Portsonal Fund; \$25,000.00 Port of Departure: Brauest Change to Source Type: Date of Entry: WasHINGTON DE (WAS) Brauest Change to Student & Portsonal Fund; \$25,000.00 Port of Departure: Brauest Change to Source Type: Date of Entry: WasHINGTON DE (WAS) Brauest Change to Student & Portsonal Fund; \$25,000.00 Total Exponse: Brauest Status Source Type: I-901 SEVIS Fee Payment Information Transaction Amount \$100.00 Transaction Amount \$100.00 Fee Payment/Cancelation Receipt Cc1234567890 Dependents: Sevis ID Family Name First Name Student Requests: Spouse SPOUSE FEMALE Request Type Request Status Receipt Number		Depende	ent Expenses: \$5,000.00		Visa Issue Post:	LONDON (LON)
Convertiones: Other Costs Comment: Date of Entry: 07/05/2006 Sequest Change to Student Requests: Total Expenses: \$15,00.00 1-34/4/mission Numbers / 223/507/2006 Student Requests: Student Personal Funds: \$25,000.00 Port of Departure: Port of Departure: Sequest Change to Divident Statur Funds from This School: Date of Departure: Date of Departure: Sequest Change to Divident Statur School Fund Type: Date of Departure: Date of Departure: Sequest Change to Divident Statur On-Campus Employment: Date of Departure: Date of Departure: On-Campus Employment: On-Campus Employment: Transaction Appent: None: Dependents: Sevis Spourse Fee Payment/Cancelation Receipt tot:134567999 NODDUISSHE Family Name First Name Relationship Gender Stature NODDUISSHE Sevis Spourse SPOUSE FEMALE ACTIVE	OPT Request		Other Costs:		Port of Entry:	WASHINGTON	DC (WAS)
Sequest Change to Bedent Requests: Total Expenses: \$15,000.00 Point Annues to Point Requests: Request Change to Budent Requests: Funds From This School: Date of Departure: School Fund Type: Transaction Type: Payment On-Camput Employment: Transaction Date: 07/01/2006 Total Funding: \$25,000.00 Fee Payment/Cancelation Receipt Number: Dependents: Sevis Sevis ID Family Name Student Requests: Sevis Student Requests: Spouse Request Status Receipt Number	Corrections:	Other Co:	sts Comment:		Date of Entry:	07/05/2006	
Dudgent Requests: Request Type Point of Departures: Date of Departures: Date of Departures: School Fund Type: Date of Departures: School Fund Type: Date of Departures: Funds From Other Sources: 1-901 SEVIS Fee Payment Information On-Campus Employment: Transaction Appe: On-Campus Employment: Transaction Appe: Dependents: Sevis ID Sevis ID Family Name Sources Spouse Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Status Request Status Receipt Number:	Request Change to	Τα	tal Expenses: \$15,000.00		I-94/Admission Number:	01234567890	
Dependents: Sevies Family Name First Name Relationship Sevies To Requests: Spoule Spoule Spoule	student Request	Student's Pe	rsonal Funds: \$25,000.00		Port of Departure:		
School Fund Type: I-901 SEVIS Fee Payment Information Source Type: On-Campus Employment: On-Campus Employment: Transaction Type: On-Campus Employment: Transaction Amount \$100.00 Tead Fund Third Transaction Amount \$100.00 Bependents: Sevis ID Sevis ID Family Name N0000105348 Sevis Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Status Request Type Request Status	Request Change to	Funds From	n This School:		Date of Departure:		
Sequest Change to program Dates Funds From Other Sources: Source Type i On-Campus Employment; Total Funding: \$25,000.00 I-901 SEVIS Fee Payment Information Transaction Type: Payment = Transaction Type: Payment =	Student Status	Scho	ol Fund Type:				
Image: Source Type: Transaction Type: Payment On-Campue Temployment: Transaction Type: Payment Transaction Type: Transaction Type: Payment Sevis ID Family Name Spoul Spoul N0000105348 Sevis Spoul Spoul Student Requests: Request Status Request Type Request Status	Request Change to	Funds From C	Other Sources:		I-901 SEVIS Fee Pay	ment Inform	ation
On-Campus Employment: Total Funding: \$25,000.00 Total Funding: \$25,000.00 Dependents: Sevis ID Family Name First Name Relationship Gender Status MUDDO105340 Student Requests: Request Type Request Status Receipt Number	Program Dates		Source Type:		Transaction Type:	Payment	
Total Funding: \$25,000.00 Transation Amount: \$100.00 Fee Payment/Cancelation Receipt Dependents: Sevis Sevis Sevis ID Family Name First Name Relationship Gender Status N0000105348 Sevis Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Status Receipt Number:		On-Campus	Employment:		Transaction Date:	07/01/2006	
Fee Payment/Cancelation Receipt Number: Sevis ID Family Name First Name Relationship Gender Status N0000105348 Sevis Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Status Receipt Number: Active			Total Funding: \$25,000.00		Transaction Amount:	\$100.00	
Dependents: Sevis ID Family Name First Name Relationship Gender Status 10000105348 Sevis Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Type Request Status Receipt Number					Fee Payment/Cancelation Receipt Number:	CCC12345678	90
Sevis ID Family Name First Name Relationship Lender Status 10000105489 Sevis Spouse SPOUSE FEMALE ACTIVE Student Requests: Request Type Request Status Receipt Number		Dependents:					
Student Requests: Request Type Request Status Receipt Number		Sevis ID	Family Name	First Name	Relationship	Gender	Status
Student Requests: Request Type Request Status Receipt Number		Chudant Danuarta		opouse	0,0002	T LIVE ALL	,
Receipt Number		Request Type		Request Status	Peceint	Number	
OPT PENDING		OPT		PENDING	Accept		



Request Change to Program Dates

From the *Request Change to Program Dates* screen, the PDSO/DSO must perform the following to submit the correction request:

- 1. If changing, enter a new date in the Program Start Date field.
- 2. If changing, enter a new date in the Program End Date field.
- 3. Enter remarks in the Correction Remarks field.
- 4. Click the Submit Correction button.

U.S. Immigration and Customs Enforcement	ICE	Student & Exchange Visitor Information System	SEVIS			
<u>Help</u> <u>Tutorial</u> <u>Logout</u>			POSO, OSO <u>Get Adobe Reader</u>			
Release 5.4 Traini	ng School					
	Request	Change to Program Dates				
	Required fi	elds are marked with an asterisk (*).				
		Student Information				
		Family Name: Sevis				
		First Name: Mike				
		Date of Birth: 01/01/1980				
	C	ountry of Birth: UNITED KINGDOM				
	Country of Citizenship: UNITED KINGDOM					
		School Name: Release 5.4 Training School				
	Progr	am Start Date: 06/01/2006				
	Prog	ram End Date: 06/01/2010				
		Visa Type: F-1				
		Request Information				
1. * Program Start Date:	06/01/2006 (MM/DD/YYYY	l de la construcción de la constru				
2. * Program End Date:	06/01/2010 (MM/DD/YYYY	1				
3. * Correction Remarks:		×				
	Submit C	orrection Reset Values Cancel				
		07/11/2006 (Tuesday)				



The PDSO and DSO will be able to request a change to a student request via SEVIS. The PDSO/DSO will be able to submit this correction request as outlined in the below table.

For this request type	In this status	A correction request may be submitted to
Change of Status to F-1 or M-1	Pending	Change request status to Approved, Denied, or Withdrawn
M-1 Extension	Pending	Change request status to Approved, Denied, or Withdrawn
M-1 Transfer	Pending	Change request status to Approved, Denied, or Withdrawn
Off-Campus Employment	Approved	Change employment dates
	Pending	Change request status to Approved, Denied, or Withdrawn as well as employment dates
Optional Practical Training	Approved	Change employment dates
	Pending	Change request status to Approved, Denied, or Withdrawn as well as employment dates



Request Change to Student Request

The PDSO/DSO will be able to submit this correction request for a student in the following status:

- Active
- Canceled
- Completed
- Initial
- Terminated

To request a change to a student request, the PDSO/DSO selects the <u>Request</u> <u>Change to Student Request</u> link in the Corrections menu of the *Student Information* screen.

Enforcement	TCE	50	Information System	SEV
<u>1ain Help Tutorial</u>	<u>Loqout</u>			<u>Get Adobe F</u>
		Student Ir	Iformation	
Actions:		Reprint I-20	Print Draft I-20	
Authorize To Drop				
below r dir course	Personal Information		Program In	formation
Change Education	SEVIS ID: N0000105349		Status:	ACTIVE
Level	Family Name: Sevis		Termination Reason:	
Complete Program	First Name: Jen		Visa Type:	F-1
Disciplinary Action	Country of Birth: UNITED KINGDO	IM	School Name:	Release 5.4 Training School
Future of Discourses	Date of Birth: 01/01/1980		School Code:	WAS214F12321000
Extend Program	Country of Citizenship: UNITED KINGDO	IM	Campus Name:	DC Campus
Registration	Gender: FEMALE		I-20 Issue Reason:	CUNTINUED ATTENDANCE
Shorten Program	Foreign Address: 1		Education Level:	MASTER'S
	UNITED KINGDO	IM	Major:	Labor and Industrial Relations
Terminate Student	U.S. Address: 1		secondary Major:	
Transfer Out	Washington	UIMBTA	Program Start Data	07/10/2006
	20001	LUMUIA	Program End Date:	07/10/2000
Edits: Dependents	SSN:		Normal Length of Study:	48
	Driver's License Number:		Current Session End Date:	08/01/2006
Financial Information	Driver's License Issuing State:		Next Session Start Date:	09/01/2006
Personal Information	Individual Taxpayer ID Number:		School Requires English	yes
Program Information			Proficiency:	
riogram internacion			Student Has English Proficiency:	yes
View:			English Is Not Required Because:	
Details			Kentarka,	
Employment/Training:	Financial Information		Travel Info	ormation
Authorization	Number of Months: 12		Passport Number:	0707200666
off.c	Tuition Fees: \$5,000.00		Visa Number:	0707200665
Employment	Living Expenses: \$5,000.00		Visa Issue Date:	02/20/2006
	Dependent Expenses: \$5,000.00		Visa Issue Post:	LONDON (LON)
OPT Request	Other Costs:		Port of Entry:	WASHINGTON DC (WAS)
Corrections:	Other Costs Comment:		Date of Entry:	07/05/2006
Request Change to Student Request	Total Expenses: \$15,000.00		I-94/Admission Number:	01234567890
<u>Stadent negacin</u>	Student's Personal Funds: \$25,000.00		Port of Departure:	
Request Change to	Funds From This School:		Date of Departure:	
orduent oracus	School Fund Type:			
Request Change to	Courses Traces		I-901 SEVIS Fee Pay	ment Information
Program Dates	Op-Campus Employment:		Transaction Type:	Payment
	Total Funding: \$25,000.00		Iransaction Date:	07/01/2006
			Fan Daves ant/Canadiation Resolution	\$100.00
			Number:	CCC1234567890
	Dependents:			
	Sevis ID Family Name N0000105350 Sevis	Child	CHILD	FEMALE ACTIVE
	Student Requests:	Boguost Status	P	Jumbor
	Off-Computer Employment	DENDING	Receipt	vullibel.
	OTF Cambos Employment	FEREINS		
	OPT	PENDING		



Request Change to Student Request

From the *Request Change to Student Request screen*, the PDSO/DSO selects the <u>Request Correction</u> link in the Commands menu for the corresponding student request for which they wish to submit a correction request.

U.S. Immigration and Customs Enforcement	FICE		Student & Exchange Vis Information System	itor	SEVIS	5
<u>1ain Help Tutorial Loqout</u>					PD Get Adobe Read	SO er
	Request	Change to Stu	ident Request			-
		Student Informa	tion			
		SEVIS ID: N00001	05349			
		Family Name: Sevis				
		First Name: Jen				
		Country of Birth: UNITEE	KINGDOM			
		Date of Birth: 01/01/	1980			
	Countr	y of Citizenship: UNITEE	KINGDOM			
		Gender: FEMAL				
		School Name: Release	5.4 Training School			
	Pro	gram Start Date: 07/10/	2006			
	Pro	ogram End Date: 07/10/	2010			
		Visa Type: F-1				
		Status: ACTIVE				
Student Requests: Request Type	Request	Request Date	Receipt Number	Command		
Off-Compute Employment	Status	07/07/2004		Descurate Course dias		
OPT	PENDING	07/07/2006		Request Correction		
		Return				
		07/07/2006 (Friday)				



Request Change to Student Request (Change of Status)

To submit a Change of Status correction request, the PDSO/DSO must perform the following on the *Request Correction* screen:

- 1. Select the request status from the Change Request Status To drop-down list.
- 2. Enter remarks in the Correction Remarks field.
- 3. Click the Submit Correction button.

U.S. Immigration and Customs Enforcement	ICE	Student & Exchange Visitor Information System	SEVIS				
<u>Main Help Tutorial Loqout</u>			PDSO				
			<u>Get Adobe Reader</u>				
	Request Co	rrection					
	Required fields are marked	l with an asterisk (*).					
	Student Info	rmation					
	SEVIS ID: NO	000105385					
	Family Name: Sev	vis					
	First Name: Ke	vin					
	Country of Birth: UN	ITED KINGDOM					
	Date of Birth: 01,	(01/1980					
	Country of Citizenship: UN	ITED KINGDUM					
	Gender: MA School Name: Pol	LE asso 5 4 Tusining School					
	Drogram Start Date: 87	2006					
	Program End Date: 07,	/10/2010					
	Visa Type: F-1	1					
	Status: INI	ITIAL					
	Request Info	rmation					
	Request Type: Cha	ange of Status					
	Request Status: PE	NDING					
	Requested Visa Type: F1						
	Current Visa Type: N1						
	Receipt Number: CO	\$2005020010					
1. * Change Request Status To:							
2 * Correction Demarks							
Z. Correction Remarks.			<u> </u>				
			*				
	,						
	Submit Correction Reset Values Cancel						
	07/07/2006 (F	iriday)					



Request Change to Student Request (Off-Campus Employment)

To submit an Off-Campus Employment correction request, the PDSO/DSO must perform the following on the *Request Correction* screen:

- 1. Select the request status from the Change Request Status To drop-down list.*
- 2. If changing, enter a new date in the Employment Start Date field.
- 3. If changing, enter a new date in the Employment End Date field.
- 4. Enter remarks in the Correction Remarks field.
- 5. Click the Submit Correction button.
- * This field will only display when the Off-Campus Employment request status is pending.

usions rement	Student & Exchange Visitor Information System	SEVI
<u>Tutorial Loqout</u>		PDSO <u>Get Adobe Rea</u>
	Request Correction	
	Required fields are marked with an asterisk (*).	
	Student Information	
	SEVIS ID: N0000105349	
	Family Name: Sevis	
	First Name: Jen	
	Date of Birth: 01/01/1980	
	Country of Citizenship: UNITED KINGDOM	
	Gender: FEMALE	
	School Name: Release 5.4 Training School	
	Program Start Date: 07/10/2006	
	Program End Date: 07/10/2010	
	Status: ACTIVE	
	Request Information	
	Request Type: Off-Campus Employment	
	Request Status: PENDING	
	Employment Start Date: 10/01/2006	
	Employment End Date: 11/01/2006	
	Om-Campus Employment Type: ECONOMIC HARDSHIP	
	Receipt Number:	
1. * Change Request Status To:		
2. * Employment Start Date:	10/01/2006 (MM/DD/YYYY)	
3. * Employment End Date:	11/01/2006 (MM/DD/YYYY)	
4. * Correction Remarks:		
in contraint tomarks		
	Y.	
	Submit Correction Reset Values Cancel	



Enhancements in Release 5.4 for F/M School Users

The major SEVIS enhancements for F/M School Users include the following:

- Student Alert Modifications
- Student List Modifications
- Student/Dependent Departure Data

U.S. Immigration and Customs Enforcement		ICE	Stu	dent & Exchange Visitor Information System	SEVI	S
<u>Main Help Tutorial </u>	<u>Loqout</u>				Get Adobe Rea	<mark>PDSO</mark> ader
			Obudant I.	f		
			Student Ir	itormation		
Actions: Authorize To Drop Below Full Course			Reprint I-20	Print Draft I-20		
Change Education		Personal Information		Program In	ofrmation	
Level		SEVIS ID: N0000105353		Status:	ACTIVE	
Complete Program	F	amily Name: Sevis		Termination Reason:	E.1	
Dissiplinary Antipa	Cou	ntry of Birth: UNITED KINGD	ОМ	School Name:	Release 5.4 Training School	
Disciplinary Accion		ate of Birth: 01/01/1980		School Code:	WAS214F12321000	
Extend Program	Country of	Citizenship: UNITED KINGD	ОМ	Campus Name:	DC Campus	
Registration		Gender: FEMALE		I-20 Issue Reason:	CONTINUED ATTENDANCE	
Shorten Program	Fore	ign Address: 1 London		Education Level:	MASTER'S	
<u>onorcent roquant</u>		UNITED KINGD	ОМ	Major: Socondary Majory	Physics, General	
Terminate Student	L. L	J.S. Address: 1		Minor:		
Transfer Out		DISTRICT OF CO	DLUMBIA	Program Start Date:	07/10/2006	
Edits:		20001		Program End Date:	07/10/2010	
Dependents	B 1 1 1	SSN:		Normal Length of Study:	48	
Financial Information	Driver's Lice	nse Number: (suing State)		Current Session End Date:	08/01/2006	
Developed to formation	Individual Taxpaver	ID Number:		Next Session Start Date:	09/01/2006	
Personal Information				Proficiency:	yes	
Program Information				Student Has English Proficiency:	yes	
View:				English Is Not Required Because:		
Request/Authorization Details				Remarks:		
Employment/Training:		Einancial Information		Trauel Iof	ormation	
CPT Employment Authorization	Numbe	n af Marthay 12		Deservet Number	0707200670	
	Humbe	Tuition Fees: \$5.000.00		Visa Number:	0707200669	
Ott-Campus Employment	Livin	g Expenses: \$5,000.00		Visa Issue Date:	04/07/2006	
	Depender	nt Expenses: \$5,000.00		Visa Issue Post:	LONDON (LON)	
UPT Request		Other Costs:		Port of Entry:	WASHINGTON DC (WAS)	
Corrections:	Other Cost	s Comment:		Date of Entry:	07/05/2006	
Student Request	Tot Student's Day	al Expenses: \$15,000.00		I-94/Admission Number:	01234567890	
Request Change to	Funds From	This School:		Date of Departure:		
Student Status	Schoo	I Fund Type:				
Request Change to	Funds From Ot	her Sources:		I-901 SEVIS Fee Pay	vment Information	
Program Dates	:	Source Type:		Transaction Type:	Payment	
	On-Campus B	imployment:		Transaction Date:	07/01/2006	
	Те	stal Funding: \$25,000.00		Transaction Amount:	\$100.00	
				Fee Payment/Cancelation Receipt Number:	CCC1234567890	
	Dependents:					
	Sevis ID	Family Name	First Name	Relationship	Gender Status	
	10000103334	JEVIS	John	JPOUSE	MALL RUTIVE	
	Student Requests:					
	Request Type		Request Status	Receipt	Number	
	OPT		PENDING			
			07/07/2006 (Friday)			



Student Alerts

Four student alert titles will be renamed as outlined in the below table.

Student alert previously titled	Will be renamed
Dependent Children Nearing 21 st Birthday	Dependent Children Within 90 Days of 21st Birthday
Unsubmitted Student Eligibility Records–Over 15 Days Old	Draft Student Eligibility Records – Over 15 Days Old
F-1 Students Nearing OPT or CPT End Date	F-1 Students Within 30 Days of OPT End Date
Students With Pending Change of Status Requests	Students With a Pending Change of Status Request



Student Alerts

The Active Students Requiring Registration alert will be modified:

- Alert lists Active status students past the next session start date but prior to the program end date.
- Next Session Start Date column will be added.
- Status column will be removed.
- Last Update Date column will be removed.

U.S. Immigration and Customs Enforcement		FOICE	Studen Infr	it & Exchange Visitor ormation System	SEVIS
<u>Main Help Tutorial L</u>	<u>oqout</u>				MMA. DAD Get Adobe Reader
Release 5.4 Training	School - DC Can	npus			
		Active Studer	nts Requiring Re	egistration	
Return to Alerts					
SEVIS ID	Visa Tyne	Family Name	First Name	Next Session Start Date	
N0000105383	F-1	<u>Sevis</u>	Kim	05/01/2006	
			1 Records		
		07	/12/2006 (Wednesday)		



Student Alerts

The Service Center Adjudication Results alert will be modified:

- Alert lists all students with requests and adjudication results received from the Service Centers within the last 30 days.
- Request Type column will be added.
- Request Status column will be added.
- Receipt Number column will be added.
- Last Update Date column will be removed.

Release 5.4 Tra	aining Sch	ool - DC Campus					
			Service Co	enter Adjuc	lication Results		
Return to Alerts							
SEVIS ID	Visa Type	Family Name	First Name	Status	Request Type	Request Status	Receipt Number
N0000105359	M-1	Sevis	Bill	DEACTIVATED	Transfer	APPROVED	DEA0000105
N0000105413	F-1	Sevis	Cathy	ACTIVE	Off-Campus Employment	APPROVED	APP00001053
N0000105349	F-1	Sevis	Jen	DEACTIVATED	OPT	WITHDRAWN	WIT0000105:
N0000105349	F-1	Sevis	Jen	DEACTIVATED	Off-Campus Employment	DENIED	DEN00001053
N0000105347	F-1	Sevis	Mike	ACTIVE	OPT	APPROVED	APP00001053
N0000105347	F-1	Sevis	Mike	ACTIVE	Off-Campus Employment	APPROVED	ACT00001053
N0000105414	M-1	<u>Sevis</u>	Sam	INITIAL	Transfer	APPROVED	INI00001053
				, Keturus			



Student Lists

Multiple student list titles will be renamed as outlined in the below table.

Student list previously titled	Will be renamed
Student Listing (for the selected School/Campus)	Student Listing
Saved Students	Draft Students
Terminated Status Students	Terminated Status Students (past 18 months)
Completed Status Students	Completed Status Students (past 18 months)
Canceled Status Students	Canceled Status Students (past 18 months)
Active Students With Off-Campus Employment (OCE)	Students With Pending or Approved Off-Campus Employment
Active Students With OPT	Students With Pending or Approved Optional Practical Training (OPT)
Active Students With Curricular Practical Training (CPT)	Students With Curricular Practical Training (CPT)



Student Lists

Multiple student list titles will be renamed as outlined in the below table (continued).

Student list previously titled	Will be renamed
Students With Change of Status Requests	Students With a Pending Change of Status Request
Active Students With an Extension	Students With a Pending Extension Request
Active Students Authorized to Drop Below Full Course	Students Authorized to Drop Below Full Course
Students in Transfer Status *	Students Transferring In
	Students Transferring Out
Requesting Reinstatement	Students Requesting Reinstatement

* Student list will be split into two separate lists.



Student Lists

A new list, *Students With a Pending Data Correction Request*, will be added:

- Lists students with a pending correction request.
- Once the correction request is adjudicated, the corresponding student will no longer display in the list.

U.S. Immigrat and Customs Enforcement	ion		ICE	Student & Exchange Visitor Information System		SEVIS
lain <u>Help</u> <u>Tutori</u>	<u>al Loqout</u>					POSO, DSO <u>Get Adobe Reader</u>
Release 5.4 Trai	ning Schoo	l - DC Campus				
			Student	s With a Pending Data Correction Reques	t	
Return to Lists						
SEVIS ID	Visa Tyne	Family Name	First Name	Request Type	Date of Request	Request ID
N0000105351	F-1	Sevis	Greg	Program Date Change	07/05/2006	284
N0000105349	F-1	Sevis	Jen	Student Request Change - Off-Campus Employment	07/07/2006	316
N0000105347	F-1	Sevis	Mike	Student Request Change - Optional Practical Training	07/07/2006	317
N0000105353	F-1	<u>Sevis</u>	Nancy	Termination Reason Change	07/07/2006	307
				07/11/2006 (Tuesday)		



Student/Dependent Departure Data

The most recent available departure data will display for F/M students in the Port of Departure and Date of Departure fields in the Travel Information section of the *Student Information* screen.

U.S. Immigration and Customs Enforcement		FICE		Student & Exchange Visitor Information System	SEVIS
<u>Main Help Tutorial </u>	<u>Loqout</u>				fqt-app1 PDSI <u>Get Adobe Reade</u> r
			Student	Information	
Actions: Authorize To Drop Below Full Course			Return Reprint	I-20 Print Draft I-20	
Change Education	P	ersonal Information		Program Ir	nformation
Level		SEVIS ID: N00001053	57	Status:	ACTIVE
Complete Program	Far	nily Name: Sevis		Termination Reason:	
	Count	and the second s	CDOM	Visa Type: School Name:	Pelesce 5.4 Training School
Disciplinary Action	Da	te of Birth: 01/01/198	0	School Code:	WAS214F12321000
Extend Program	Country of C	itizenship: UNITED KI	NGDOM	Campus Name:	DC Campus
Registration		Gender: FEMALE		I-20 Issue Reason:	CONTINUED ATTENDANCE
Kegistiation	Foreig	n Address: 1		Education Level:	BACHELOR'S
Shorten Program		London	ICDOM	Major:	European History
Terminate Student	11.9	Address: 1	GDOM	Secondary Major:	
Transfer Oak	0.0	Washingtor	n	Minor:	
Transfer Out		DISTRICT C	OF COLUMBIA	Program Start Date:	07/10/2006
Edits:		SCN.		Program End Date:	07/10/2010
Dependents	Driver's Licens	e Number:		Normal Length of Study:	48
Financial Information	Driver's License Iss	uing State:		Next Session End Date:	08/01/2008
Personal Information	Individual Taxpayer I	D Number:		School Requires English	ves
				Proficiency:	
Program Information				Student Has English Proficiency:	yes
View:				English Is Not Required Because:	
Request/Authorization Details				Remarks:	
<u> </u>					
Employment/Training:	Fi	nancial Information		Travel Inf	formation
Authorization	Number	of Months: 12		Passport Number:	0707200664
Off-Campus	Tu	ition Fees: \$5,000.00		Visa Number:	0707200663
Employment	Living	Expenses: \$5,000.00		Visa Issue Date:	12/11/2005
OPT Descent	Dependent	Expenses: \$5,000.00		Visa Issue Post:	LONDON (LON)
OPT Request	OH	ther Costs :		Port of Entry:	WASHINGTON DC (WAS)
Corrections:	Other Costs	Comment:		Date of Entry:	07/05/2006
Request Change to Student Request	Total	Expenses: \$15,000.00		I-94/Admission Number:	01234567890
	Student's Perso	nai Funds: \$25,000.00		Port of Departure:	WASHINGTON DE (WAS)
Request Change to Student Status	Funds From 1	nis school:		Date of Departure:	07/15/2006
	Eunde From Othe	and type:			
Request Change to	So So			1-901 SEVIS Fee Pa	yment Information
Program Dates	On-Campus Em	ployment:		Transaction Type:	Payment 07 (04 (2005
	Tota	al Funding: \$25,000.00		Transaction Date:	t100.00
				Fee Payment/Cancelation Receipt	4100.00
				Number:	CCC1234567890
	Dependents:	E a an ilus Maran -	Einek M	Deletionship	Candan Chatua
	Sevis ID N0000105358	Sevis	Nick	SPOUSE	MALE ACTIVE
	Student Requests:				
	Request Type		Request Sta	itus Receipt	Number
	OPT		PENDING		
			07/10/2006 (Mondav)		





Part II: J Program Sponsor User Training



Objectives

The following slides provide an overview of the new functionality in SEVIS Release 5.4. ROs and AROs will learn about:

- New optional data that can be entered for exchange visitors and dependents
- New data that will be displayed for exchange visitors and dependents
- Additional financial information fields when submitting a Change of Category request
- Modification to the 212(e) indicator after transfer
- Enhancements to SEVIS for the new Department of State Professor and Research Scholar regulations (22 CFR 62.20, published in the *Federal Register* on May 19, 2005)

http://exchanges.state.gov/education/jexchanges/FR_Doc_05_10020.htm

Additional enhancements to the system



Optional Data May Be Entered

When creating or editing exchange visitor (EV) and dependent records, the following optional data may be entered:

- Social Security Number
- Driver's License Number
- Driver's License Issue State
- Individual Taxpayer ID Number
- Foreign Address (EV only)

Also, comments may be entered when adding or editing site of activity information for an EV.

The following slides show the new data fields on the screens used to create or update a SEVIS record (Form DS-2019) for an EV.



Form DS-2019 Personal Information

When creating or editing an EV record, the following fields have been added to page 1 of the electronic Form DS-2019:

- Social Security Number
- Driver's License Number
- Driver's License Issue State
- Individual Taxpayer ID Number
- Foreign Address

Note: Completion of these fields is optional. The information will display on the *Exchange Visitor Information* screen.

ement	MICE.	Information System	101	SE
of Schools Listing of Program	s <u>Help</u> <u>Tutorial</u> <u>Logout</u>			
				<u>Get Ad</u>
New E	xchange Visitor For	Whispering Pines Ins	titute	
	P-1-0	00468		
	Enter Initial Informatio Required fields are ma	n about Exchange ¥isitor rked with an asterisk(*).		
Visa Type: J-1				
1. * Family Name:	Domenico			
2. First Name:	Andrea			
3. Middle Name:				
4. Suffix:	Select One 🔹			
5. * Date of Birth:	06/21/1960 (MM/DD/YYYY)			
6. * Gender:	Male C Female 📀			
7. * City of Birth:	Naples			
8. * Country of Birth:	ITALY	•		
	If the United States or a U.S. tamit	new is chosen, select one of the fully-		
	Select One	It is chosen, select one of the following is the follo		
9. * Country of Citizenship:	ITALY			
* Country of Legal Permanent				
Residence: 11. Social Security Number:				
12. Driver's License Number:				
13. Driver's License Issue State:				
14 Individual Taxpayer ID				
**' Number:		COMENT	10000	
15. * Exchange Visitor Category:	DROFESSOR	TISTS IN CENTRAL GOVERNMENT		
17. • Subject/Field Description:	Endocripology (NEW) Select			
* Subject/Field Remarks:	The text may be truncated on the	printed Form DS-2019 if it is longer tha	n the available space. How	vever,
	Test.	extil sevis.	A	
18. Current U.S. Address:				
* Address 1	10098 Manhattan Avenue			
Address a	:			
* City	Fairfax			
* State	VIRGINIA			
- zip cour	120108 - 10001			
19. Foreign Address:				
Address	I Via Della Croce No. 41			
Address 2	1			
City	napies			
Country				
Province/Territory	1			
Postal Code	1			
Begin New Program				
21. * Program Begin Date:	07/10/2006 (MM/DD/YYYY)			
22. * Program End Date:	07/09/2011 (MM/DD/YYYY)			
	Reset Values Save Draft	Next Print Draft DS-2019		



Form DS-2019 Add Site of Activity

When adding or editing site of activity information, comments may be entered into the "Remarks" text box. These remarks are optional and will display on the *Exchange Visitor Information* screen.

WS. Immigration and Customs Enforcement	Student & Exchange Visitor Information System	SEVIS
Main Listing of Schools Listing of Programs Help Tutorial Logout		ARO, RO, DSO Get Adobe Reader
Whispering Pines Institute Program Number: P-1-00468		
Exchange Vi	sitor Information	
SEVIS ID:		
Family Rame: First Name:	Domenico Andrea	
Suffix:		
Gender	FEMALE	
Date of Birth:	06/21/1960	
City of Birth: Country of Birth	TALY O	
Country of Citizenship:	ITALY	
Country of Legal Permanent Residence:	ITALY	
Status:	DRAFT	
Active/Initial Dependent Count: Program Number:	P-1-00468	
Program Sponsor:	Whispering Pines Institute	
Position	115 - PROFESSIONALS AND SCIENTISTS IN CENTRAL GOVERNMENT	
Category:	PROFESSOR	
Subject/Field Remarks:	Test.	
Initial Program Begin Date:		
IAP-66 Number:		
Program Begin Date:	07/10/2006	
Reinstatement Program Begin Date:	07/09/2011	
Previous Program End Date:		
Visa Type:	J-1	
Passport Number:		
Visa Foir Humber. Visa Issue Date:		
Visa Issue Post:		
Port of Entry		
Date of Entry: 1-94/Admission Number		
Port of Departure:		
Date of Departure:		
Add Site	a of Activity	
Required fields are ma	arked with an asterisk (*).	
1. * Site of Activity: Whispering Dines Institu	te Fairfay Campus	
2 Site of Activity Address	ver raman vampda	
2. Site of Acdvity Address:		
10098 Manhattan Avenu	e	
Address 2:		
* City: maidan		
Fairtax		
* State: VIRGINIA	×	
* Zin Code: Laure		
2 Pamader		
Andrea will remain at this sa	ie of activity until further notice.	
Add Site of Activity	Reset Values Cancel	
07/06/20	06 (Thursday)	



Exchange Visitor Information Screen

The Exchange Visitor Information screen will display the new fields and available data.

Enforcement		E	Student & Exchange Visitor Information System	SEV
in <u>Listing of Schools</u> <u>Listi</u>	<u>ng of Programs Help Tuto</u>	rial <u>Logout</u>		ARO, R <u>Get Adobe Re</u>
onsi		Exchange Visi	tor Information	
and Brogram	Personal Infor	mation	Status Informa	ation
ing Program	SEVIS ID: N000	0105366	Status: INITI	AL
<u>cel EV</u>	Family Name: Dome	inico	Date of Last Status Change:07/06	/2006
how	First Name: Andre Middle Name:	ta	212(e):Goven	nment Financing
rint DS-2019	Suffix:			
	Gender: FEMA	LE	Program Intorn	nation Mag
ripation	Date of Birth: 06/2: City of Birth: Naple	1/1960	Program Sponsor: Whisp	ering Pines Institute
	Country of Birth: ITAL	ř	Category: RESEA	RCH SCHOLAR
	Country of Citizenship: ITAL	<i>i</i>	Subject/Field Description: Endocr	rinology (NEW)
aphical	Country of Legal Permanent	<u>د ا</u>	Subject/Heid Kemarks: lest.	
mation	Social Security Number:			
gory and	Driver's License Number:		Program Dat	es
ect/Field P	river's License Issue State:		Initial Program Begin Date:	
ndents	idual Taxpayer ID Number:		Program Begin Date: 07/10	/2006
indente -	Position: SCIEN	NTISTS IN CENTRAL	Program End Date: 07/09	/2011
icial Information	GOVE	RNMENT	Reinstatement Program Begin	
of Activity Activ	e/Initial Dependent Count: 1		Previous Program End Date:	
			Effective Date of Transfer:	
	Address		Effective Date of Completion:	
Currer	nt U.S. Address:		Completion Reason:	
	Address 1:1009	s Mannattan Avenue	Effective Date of Termination:	
	City: Fairfr	×	Termination Reason:	
	State: VIRG	INIA	Termination Remarks:	
Equals	n Address			
roreig	Address 1:		I-901 SEVIS Fee Paymer	nt Information
	Address 2:		Transaction Type:	
	City:		Transaction Amount:	
	Province/Territory:		Fee Payment/Cancelation Receipt	
	Postal Code:		Number:	
	Visa/POE Infor	mation		
	Visa Type: 3-1			
	Visa Foil Number:			
	Visa Issue Date:			
	Visa Issue Post:			
	Port of Entry:			
	I-94/Admission Number:			
	Port of Departure:			
	Date of Departure:			
Fundi	ing Information			
Fundi	ing Information			
Fundi	Date of Departure: ing Information Funds: Program Sponsor:		\$12	,000.00
Fundi	Date of Departure: ing Information Funds: Program Sponsor: U.S. Government Agenc	y:	\$12	,000.00
Fund	Date of Departure: ing Information Funds: Program Sponsor: U.S. Government Agen NATIONAL SCIENCI International Organizat	-y: FOUNDATION - Sont	\$12 \$7	,000.00
Fundi	Date of Departure: ing Information Funds: Program Sponsori U.S. Government Agenn NATIONAL SCIENCI International Organizat WORLD HEALTH O Exchange Victoria	: y: E FOUNDATION - ion: RGANIZATION - Government:	\$12 \$7 \$7	,000.00 ,250.00 ,000.00
Fund	Date of Departure: ing Information Funds: Program Sponsor: U.S. Government Agent NATIONAL SCIENCI International Organizat WORLD HEALTH O Exchange Visitor's Exchange Visitor's	y: FOUNDATION - GONTATION - Government:	\$12 \$7 \$5	,000-00 ,250-00 ,000-00
Fund	Date of Departure: ing Information Funds: U.S. Government Agent MATIONAL SCIENCI International Organizat WATIONAL SCIENCI Exchange Visitor's Binational Commit All other organizations;	cy: Son: RGANIZATION - GRANIZATION - Government: islon of the Exchange Visitor's providing support:	\$12 \$7 \$5 5 Country:	,000.00 ,250.00 ,000.00
Fund	Date of Departure: ing Information Fundas Sponsor: U.S. Government Agent NATIONAL SCIENCI Informational Organizat WORLD HEALTH O Exchange Visitor's Binational Commis All other organizations: Personal Funds:	zy FOUNDATION - ion: RGANIZATION - Government: sion of the Exchange Visitor's providing support:	\$12 \$7 \$5 : Country:	,000.00 ,250.00 ,000.00
Fund	Date of Departure: ing Information Funders ponsor: U.S. Government Agent NATIONAL SCIENCI International Organizat WORLD HEALTH O Exchange Visitor's Binational Commis All other organizatione; Personal Funds: Total:	zy: FOUNDATION - Hon: RGANIZATION - Government: sion of the Exchange Visitor's providing support:	\$12 \$7 \$3 : Country: \$24	,000.00 ,250.00 ,000.00
Fund	Date of Departure: ing Information Finders Sponsor: U.S. Government Agent NATIONAL SCIENCI Intermational Organizat WORLD HEALTH O Exchange Visitor's Binational Commit All other organizations Personal Funds: Total: FY Site Site of Activity	ey Bon Bon Government: Sovernment: sion of the Exchange Visitor's providing support:	\$12 \$7 \$5 : Country: \$24	,000.00 ,250.00 ,000.00 ,250.00
Fund Prima of Ac	Date of Departure: ing Information Findes: Program Sponsor: U.S. Government Agent NATIONAL SCIENCI International Organizat WORLD HEALTH O Exchange Visitor's Binational Commit All other organizations; Personal Funds: Total: rry Site Site of Activity	EY: FOUNDATION - Kani RaMIZATON - Government: Sion of the Exchange Visitor's providing support: Address	\$12 \$7 \$ \$ Country: \$24 Remarks	,000.00 ,250.00 ,000.00
Fund Prima of Ac	Ing Information Information Funds: Program Sponsor: U.S. Government Agen NATIONAL SCIENCI Intermational Organizat WORLD HEALTH O Exchange Visitor's Binational Commis All other organizations Personal Funds: Total: rry Site Site of Activity Whispening Pines Institute, Fairfax Campus	zy: FOUNDATION - Government: Sion of the Exchange Visitor's providing support: Address 10098 Manhattan Avenue 20108 - 0001	\$12 \$7 \$ 5 5 Country: \$24 \$24 Fairfax, VA Site of Activity remarks will	,000.00 ,250.00 ,250.00 ,250.00 display here.
Fund Prim of Ac © Pepe Sevi	Date of Departure: Ing Information Fridat: Program Sponsor: U.S. Government Agen NATIONAL SCIENC. Intermational Organizat WORLD HEALTH O Exchange Visitor's Binational Commit All other organizations ; Personal Funds: Total: Site of Activity Whispering Pines Institute, Fairfax Campus Indents ID Family Nat	zy i FOUNDATION - Government: Sovernment: Sovernment: Sovernment: Providing support: Address 10098 Manhattan Avenue 20108 - 0001 ne First Name	\$12 \$7 \$ 5 Country: 5	,000.00 ,250.00 ,250.00 display here.



Departure Data

The *Exchange Visitor Information* screen will also include fields for departure data. This information will display on the record when it is received from a DHS system that interfaces with SEVIS.

Note: Only the most current departure data will display, if available.

and Customs Enforcement	- AL		CE	Student & I Informa	Exchange Visitor ation System		SEV
isting of Schoo	ols Listing of Pr	ograms <u>Help</u> I	<u>'utorial Logout</u>				ARO, R <u>Get Adobe R</u> e
			Exchange '	Visitor Infa	rmation		
		Desconal Ir	-		Status I	-fmation	
t Category	-	SEVIS ID: N	formation		Status II	ACTIVE	
		Family Name: C	omeilus	Date	of Last Status Change:	:08/16/2006	
Inor or Infraction		First Name: R	anier		212(e)	:Government Finar	ncing
All Gamers		Middle Name: Suffix:					
am for EV		Gender: M	IALE		Program	Information	
within the		Date of Birth: 0	7/10/1958		Program Number:	P-1-00468 Whispering Pines	Tectitute
a duration of		City of Birth: S	antiago DATN		Category:	SPECIALIST	Instate
on	Coun	try of Citizenship: \$	PAIN			Business, Manage	ment,
ment -	Country or	f Legal Permanents	DATN	Sul	oject/Field Description:	Marketing, and Re	lated Support
<u>EVIS Status</u>	Casial	Residence:	PAIN	5	whiedt/Field Remarks:	Services, Uther	
<u>S-2019</u>	Driver's	License Number:				- Concert	
tor any for	Driver's Lic	ense Issue State:			Decous	Dates	
rogram for	Individual Tax	payer ID Number:		Initia	Program Begin Date:	im Dates	
		Position:	34 - CIVIL SERVICE EMPLU N CITY OF TOWN COVERNM	YEE	IAP-66 Number:		
<u>3 EV</u>	Active/Initial F	Dependent Count: 1	terr ok totti do La	ENI	Program Begin Date:	09/01/2006	
				Reject	Program End Date:	08/31/2007	
cal		Addr	ess	Remove	itement Program begin Date:	,	
on	Current U.S. Ad	Idress:		Previo	us Program End Date:		
**		Address 1:1	23 Main Avenue	Effe	active Date of Transfer		
115		Address 2:	ATOFAY	Effectiv	2e Date of Completion: Completion Reason		
Information		State:V	IRGINIA		Completion Remarks		
ivity		Zip Code:2	0108	Effectiv	e Date of Termination	1	
-1.4	Foreign Addres	.s:			Termination Reason		
<u>eid</u>		Address 1: Address 2:			Terminedon Nelhania		
		City:			T COL CENTE E D	ant Information	•
SEVI <u>S</u>		Country:			Transaction Type	ayment Informa	tion
		Province/Territory: Postal Code:			Transaction Date		
					Transaction Amount		
		Vica/POE Ir	form ation	Fee Payme	nt/Cancelation Receip	t	
		Visa Type: J	-1				
		Passport Number:					
		Visa Foil Number:					
		Visa Issue Date: Visa Issue Post:					
		Port of Entry:					
		Date of Entry:					
		Port of Departure:					
	0	ate of Departure:					
	Funding Infor	rmation Funds: Program Sponsor:					
		U.S. Government A BROADCASTIM	gency: IG BOARD OF GOVERNORS -			\$17,000.00	
		Exchange Visit	or's Government:			\$3,000.00	
		Binational Cor	nmission of the Exchange V	isitor's Country:			
		All other organizati	ons providing support:				
		Personal Fund	s:			\$2,500.00	
		Total:				\$22,500.00	
	Primary Site of Activity	Site of Activity	Address		Remarks		
	6	Whispering Pines	123 Main Avenue, Fr	airfax, VA 20108	Completion of this fi	eld is optional.	
	-	Institute	9550 Government C	enter Drive Eairfax		and to optimized	
	•	City of Fairfax)(0. 20108	and an an an an an			
			0A 20100				
	Descender 1		VA 20100				
	Dependents	Eamily	Name Eirst	Name	alationship	Condor	Status



Change of Category Request

Additional financial information fields have been added to the *Change of Category Request* screen.

These fields already display on the *Financial Information* screen when creating an EV record, or editing financial information on an existing record.

U.S. Imm and Cus Enforced	nigration toms ment	ICE	Student & Exchange Visitor Information System	SEVIS
Main Listing	of Schools Listing of Progr	ams <u>Help</u> <u>Tutorial</u> <u>Logout</u>		ARO, RO, DSO
	Change of Catego	orv Request		Get Auobe Reader
		Required fields are ma	arked with an asterisk (*).	
		SEVIS ID: Family Name: First Name:	N000091823 Schumacher Renee	
		Suffix: Gender: Date of Birth:	FEMALE 07/20/1965	
		City of Birth: Country of Birth: Country of Citizenship:	Bigcity Germany Germany	
	Co	Active/Initial Dependent Country	GERMANY Active 1 1	
		Program Sponsor: Position: Category	Whispering Pines Institute 130 - CITY OR TOWN GOVERNMENT GROUP	
		Subject/Field Description: Subject/Field Remarks: Initial Program Begin Date:	E-Commerce/Electronic Commerce (NEW) Test	
		IAP-66 Numberi Program Begin Datei Program End Datei	09/25/2005 08/20/2006	
		Reinstatement Program Begin Date: Previous Program End Date: Visa Type:	J-1	
		Passport Number: Visa Foil Number: Visa Issue Date: Visa Issue Post		
		Port of Entry: Date of Entry: I-94/Admission Number:		
		Port of Departure Date of Departure		
	1. * Exchange Visitor Category: 2. *Subject/Field	Select One		
	Description: *Subject/Field Remarks:	Endocrinology (NEW) Select The text may be truncated on the p available space. However, you will b	rinted Form DS-2019 if it is longer than the e able to view the entire text in SEVIS.	
		Test.		
	3. * Program Begin Date	07/10/2004 (MM/DD/YYYY)	_	
	5. Remarks:	[07/09/2009 (MM/DD/TTTT)	<u>_</u>	
	6. During the period covered b	y this program, the total estimated f	inancial support (in U.S. dollars) is to be provided to the exchar	ige
	Current Program Sponsor: * This program sponsor ha	\$ 8000 received funding for internat	ional exchange from one or more U.S. Government Agency(ies)) to
	support this exchange visito 7. * Financial support from org	r. If any U.S. Government Agency(ies janizations other than the sponsor wi) provided funding, indicate the Agency(ies) by code below. Il be provided by one or more of the following:	
	U.S. Government Agency(les	:): [max of 2]		
	If OTHER is selected,	enter the name of the Organization o	r Agency belov.	
	Select One	-		
	If OTHER is selected,	enter the name of the Organization of	r Agency below.	
	International Organization(s); [max of 2]		
	If OTHER is selected,	TION enter the name of the Organization o	r Agency below.	
	Select One			
	If OTHER is selected,	enter the name of the Organization o	r Agency below.	
	The Exchange Visitor's Gove	mment:	*	
	The Binational Commission All other organizations provi	of the Exchange Visitor's Country: ding support:	*	
	Enter names of other organ	izations below.		
	Personal funds:		*	
		Submit Reset 1	falues Cancel	
7/06/2006 (TI	hursday)			



Additional financial information fields have been added to the *Change of Category Request* screen. These fields already display on the *Financial Information* screen when creating an EV record, or editing financial information on an existing record.

If "Other" is selected as the type of funding for either U.S. Government Agencies or International Organizations, the name of the agency/organization <u>must</u> be entered in the associated text box.

During the period covered by this program, the total estimated financial support	(in U.S. dollars) is to l
visitor by: Current Program Sponsor: t 8000	
* This are an an and the second for	
support this exchange visitor. If any U.S. Government Agency(ies) provided funding	rom one or more 0.5 Ia, indicate the Agenc
* Financial support from organizations other than the sponsor will be provided by	one or more of the fo
U.S. Government Agency(ies): [max of 2]	
OTHER	\$ 15000
If CHER is selected, enter the name of the Organization or Agency below.	
Health Institute of America	
Select One	\$
If OTHER is selected, enter the name of the Organization or Agency below.	
International Organization(s): [max of 2]	
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION	\$ 8000
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below.	\$ 8000
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International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER 16 IHER is selected, enter the name of the Organization or Agency below. European Research Institute	\$ <mark>8000 \$ 5000</mark>
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International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER 'C'HER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country:	\$ 8000 \$ 5000 \$
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER 'C'HER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country: All other organizations providing support:	\$ 8000 \$ 5000 \$
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER 16 IHER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country: All other organizations providing support: Enter names of other organizations below.	\$ 8000 \$ 5000 \$
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER 'f' IHER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country: All other organizations providing support: Enter names of other organizations below.	\$ 8000 \$ 5000 \$
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER If OTHER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country: All other organizations providing support: Enter names of other organizations below. Personal funds:	\$ 8000 \$ 5000 \$ 5000
International Organization(s): [max of 2] WORLD HEALTH ORGANIZATION If OTHER is selected, enter the name of the Organization or Agency below. OTHER If OTHER is selected, enter the name of the Organization or Agency below. European Research Institute The Exchange Visitor's Government: The Binational Commission of the Exchange Visitor's Country: All other organizations providing support: Enter names of other organizations below. Personal funds:	\$ 8000 \$ 5000 \$ 4 \$ 4 \$ 4 \$ 4 \$ 4 \$ 4 \$ 4 \$ 4



Change of Category Request

When funding for an EV is provided by organizations that are not identified elsewhere on the screen, the name of the organization(s) <u>must</u> be entered in the text box associated with the "All other organizations providing support" field. The names and amounts of funding will print on the Form DS-2019.

European Research Institute	Ϊ
The Exchange Visitor's Government:	
The Binational Commission of the Exchange Visitor's Country:	
Enter names of other organizations below.	1
ABC Organization (5000) DEF Agency (2500) Personal funds:	
	/
Submit Reset Values Cancel	
//06/2006 (Thursday)	k.



Transfer—212(e) Information

If an EV is subject to the Two-Year Home-Country Physical-Presence requirement, the 212(e) indicator on the record will transfer with the EV.

Note: Existing records that lost the indicator when the EV transferred will be corrected.





The following slides address additional changes to the system for the new Professor and Research Scholar regulations. The enhancements include:

- Addition of a new program number serial ("G-7") for the new Department of State Professor and Research Scholar regulations (22 CFR 62.20, published in the Federal Register on May 19, 2005)
- Changes to the Maximum Duration of Participation rules
- Changes to Transfer rules
- Removal of an alert for Professor and Research Scholar Exchange Visitors nearing the end of program

Note: A Power Point presentation specifically for G-7 programs will be posted on the Exchange Visitor Program web site at a later date.



New Type of Program: G-7

Programs that are sponsored by the "Federally Funded National Research and Development Center" or a "U.S. Federal Laboratory" will be assigned a program number that begins with the G-7 program serial by the Department of State at the time of designation.

G-7 programs will be designated to sponsor EVs in the Professor and/or Research Scholar categories only.





Maximum Duration of Participation Rules

The maximum duration of participation for the Professor and Research Scholar categories has changed from 42 months (36 months with a 6 month discretionary extension) to 60 months (5 years).

The 5-year maximum applies to all Professor and Research Scholar participants.







Transfer—Professor or Research Scholar

Professor and Research Scholar EVs can transfer into a G-7 program. For example, an EV in a program with a program serial of P-1 may transfer into a G-7 program.

However, an EV in a program that has a program serial of G-7 may only transfer to another G-7 program.





Alert—EV Nearing End of Program: All EVs

The 90-day alert for Professor and Research Scholar EVs has been removed. However, the existing 60-day alert will include all EVs, including Professor and Research Scholar EVs, at the appropriate time.

For example, a Professor in a P-1 program has a program length of 3 years. Sixty days prior to the program end date, his/her name will display on the Exchange Visitor(s) Nearing the Program End Date in 60 Days or Less alert list.





Reinstatement Request

When submitting a Reinstatement request for an EV whose SEVIS status is Inactive, a message displays stating that the request is not complete. It lists the materials that <u>must</u> be submitted to DoS before the request will be processed.

U.S. Immigration and Customs Enforcement	Student & Exchange Visitor Information System	SEVIS
in Listing of Schools Listing of Programs Help Tutorial Logout		ARO, RO, DSC <u>Get Adobe Reader</u>
	NOTCOMPLETE	
The Department of State's Office of Exchange Coordination and De review until:	signation will NOT consider this request for rein	statement for
1. The required non-refundable fee is received (see 22 CFR 6	62.90, Fees). ND	
The supporting documentation for the request is received Supporting documentation includes, but is not limited to the	(see 22 CFR 62.45, Reinstatement to valid prog following:	ram status).
a. Copies of all of the exchange visitor's Form(s) DS-2 b. Evidence that the SEXIE I 001 Fee has been paid (m	019 issued to date.	
c. A written statement, and documentary information s pursuing or has at all times intended to pursue the ori admitted to the United States.	supporting the statement, declaring that the exc ginal exchange visitor program activity for which	change visitor is ch he or she was
d. A written statement declaring that the exchange vis beyond the control of the exchange visitor, or from ad neglect on your part or the exchange visitor's part.	itor failed to maintain valid program status due Iministrative delay or oversight, unintentional, o	e to circumstances pr excusable
0)R wal bardship to the exchange visitor if the Depa	urtment does not
grant the reinstatement request and return the exchan	nge visitor to valid program status.	intillent does not
NOTICE TO SPONSORS WHOSE PROGRAM N	IUMBER BEGINS WITH "G-7" (I	FEDERALLY
FUNDED NATIONAL RESEARCH AND DEVELO	OPMENT CENTERS OR U.S. FEDI	ERAL
LABORATORY):		
If this reinstatement request will also extend the exchange visitor duration authorized for a Professor or Research Scholar, it must be Coordination and Designation for review, as outlined above. The Dr the following:	's program participation beyond the 5-year per e submitted to the Department of State's Office epartment must also receive documentation com	iod of maximum of Exchange nfirming each of
1. The exchange visitor is engaged in a research project und and Development Center (FENINDC) or a U.S. Federal Laborat	der the direct supervision of a Federally Funded	l National Research
2. The FFNRDC or U.S. Federal Laboratory has determined, the	hrough peer review, that the exchange visitor's clusion (see 22 CEP 62 20(i)(2)(ii))	continued
3. The Secretary of the Department of Homeland Security ha	is determined that an extension may be approv	ed (see 22 CFR
4. The extension request is for 5 years or less (see 22 CFR 6	2.20(i)(3)(iv)).	
Failure to remit the non-refundable fee (see 22 CFR 62.90, Fees) notification will result in the automatic cancelation of the request	and a complete application within 30 calendar in SEVIS.	days of this
If you have any questions, contact the Office of Exchange Coordina http://exchanges.state.gov/education/jexchanges/contact.htm	ation and Designation.	
Return to Excl	hange Visitor	
07/10/0007	· (#k	



Additional Enhancements

The next slides address the enhancements that have been made to the following:

- Alert indicator on the Main screen
- Annual Report alert
- Number of active EVs and dependents that displays on the *Program Information* screen



Alert Indicator Display

The *<u>Alert</u> indicator on the *Main* screen will only display when an alert exists for a program. ROs and AROs should view and process the alerts regularly.

U.S. Immigration and Customs Enforcement	ICE	Stuc	dent & Inform	Exchar Nation S	nge Visitor System		S	EVIS
<u>Main Listing of Schools</u> <u>Listing of Programs</u>	<u>Help</u> <u>Tutorial</u> <u>Loqou</u>						<u>Get a</u>	ARO, RO, DSO Adobe Reader
	Listi	ing of Progr	ams	5				
	* Indicate	es an alert for that	t prog	ram		_		
Name of Program	Location (City/State)	Status	Role	Comma	ands			
International School of Taxidermy	Doeville, VT	PROGRAM ACTIVE	ARO	Search	New Exchange Visitor	* <u>Alerts</u>	Lists	Reports
Sunnydale School	Sunnydale, DC	PROGRAM ACTIVE	RO	<u>Search</u>	New Exchange Visitor	1	Lists	Reports
Whispering Pines Institute	FAIRFAX, VA	PROGRAM ACTIVE	RO	Search	New Exchange Visitor	* <u>Alerts</u>	Lists	Reports

Note: SEVIS does not send email notification for alerts.



Annual Report Alert

The Annual Report alert will display 30 days prior to the date the report is due to the Department of State (DoS). It will display for 30 days beginning on the second day of the month that the report is due to DoS.





Annual Report Due Date

The Annual Reporting Cycle displays on the *Program Information* screen.

The due dates are:

Academic Year ends: June 30 Report due to DoS: July 31

Calendar Year ends: December 31 Report due to DoS: January 31

Fiscal Year ends: September 30 Report due to DoS: October 31





The *Program Information* screen has been modified to reflect the true number of EVs and dependents whose SEVIS status is Active at the time the screen is being viewed.

AST	ICE		Student & Exchan Information S	nge Visitor Tystem	SEVI
ols Listing of Progra	oms Help Tutorial Logout				ARO, RO Get Adobe Rea
	Whisp	ering Pin	es Institut	e	
	Progr	am Number: P	1-00468		
	Name of Sponsoring C	organization: W	hispering Pines Ins	titute	
	Busin	ess Address: 1	0098 Manhattan A	lvenue	
		_			
	Mail	F. Ing Address: 1	AIRFAX, VA 2010 1008 Manhattan 4	18 - 0001	
		#	1		
		F.	AIRFAX, VA 2010	8 - 0001	
	Approved	i Categories: Pi Si	rotessor, Internatio cholar. Specialist	onal visitor, Government visito	or, kesearch
	Approved Occupational	Categories:			
Number of D	S-2019 forms from the Most Recer	nt Allotment: 1	00		
	Number of DS-2019 Forms	Remaining: 1	1		
	Date of Original	Designation: 0	7/18/2005		
	Date of Most Recent Re	designation: 0	7/09/2006		
	Appual Rep	orting Cuder A			
	Number of Adding 11 Sucks				
	Number of Active JI Excha	inge visitors: 1	50		
	Number of Active J2 Excha	inge Visitors: 9		•	
Official Information					
Official Name	Title	Telephone Number	Fax Number	Email Address	Role
Dave Derkie	Dean of Students	111-222-33	33	Dave.Derki@wpi.edu	RO
IT	Dean of Students	111-222-33	33	a w@w.pi.edu	ARO



User Manuals and Online Help

The user manuals and online help have been updated to reflect the changes addressed in this slide presentation. The user manuals will be posted to the Exchange Visitor Program web site on November 3, 2006.

http://exchanges.state.gov/education/jexchanges/about/sevis.htm



