

## **Initial Petition Evidence Checklist – Non-Accredited Private K-12**

The required evidence to support an initial petition filing is listed below. For explanations of each type of evidence refer to the Definitions of Evidence document. . All evidence must be uploaded upon submission through the Upload Evidence functionality in SEVIS. Failure to submit all required evidence at one time will be deemed an incomplete filing and will result in a cancellation of your petition filing. . You may provide an explanation for any submission of evidence outside to the listed guidelines below or for any piece of evidence not submitted. Your school may choose to refile your petition after a cancelation due to incomplete filing. The Student and Exchange Visitor Program (SEVP) will apply your previous payment to your newest petition filing if the application was cancelled for incomplete filing.

- Complete Signed Form I-17
- Designated School Officials
- Payment
- State Recognition and Exemption
- Evidence in Lieu of Accreditation
- Teacher Qualifications
- Financials
- Facilities
- Attendance Policy
- Grading Policy
- Programs of Study Statement
- Pre-Kindergarten Statement
- Ownership