

SEVP Conference Bulletin

Resources for School Officials: Visit ICE.gov/SEVP

ICE.gov is the official website of U.S. Immigration and Customs Enforcement (ICE) and receives more than eight million visits each year from around the world. The website contains official government information concerning regulations related to the Student and Exchange Visitor Program (SEVP).

This month, we want to highlight a few of the resources available to designated school officials (DSOs) through ICE.gov/SEVP. In addition to information on SEVP's mission and the international student process, school officials can:

- **Take the [DSO Training Course](#):** This Web-based training course provides DSOs with instructions on their responsibilities and Student and Exchange Visitor Information System (SEVIS) reporting requirements. The course is a great resource for new DSOs.
- **View the [DSO Update Process Fact Sheet](#):** This fact sheet assists principal designated school officials (PDSOs) with updating information on their school's Form I-17, "Petition for Approval of School for Attendance by Nonimmigrant Students."
- **Access SEVP's Governing Regulations:** School officials can review SEVP's official governing regulations for [academic and language students](#), [vocational students](#) and petitions for approved schools.

In the Know: The Form I-515A

If a U.S. Customs and Border Protection (CBP) officer issues a Form I-515A, "Notice to Student or Exchange Visitor," to a student at a U.S. port-of-entry, school officials should ensure the student files all required documentation with SEVP within 30 days of this notice. The Form I-515A grants a student with unsigned or missing documentation temporary entry into the United States for a period of 30 days.

DSOs should work with the student to submit all information in one package to SEVP. This package must contain all necessary forms and documentation, including:

- The student's completed Form I-515A;
- The student's Form I-20, "Certificate of Eligibility for Nonimmigrant Status;"
- The number on the student's Form I-94, "Arrival/Departure Record" or a print copy of the form;
- A copy of the CBP admission stamp; and
- The student's I-901 SEVIS fee payment receipt.

All paperwork must be mailed to SEVP prior to the "admit until" date on the student's Form I-94. If a student fails to respond to the Form I-515A, the student's SEVIS record will be terminated. DSOs can view tips on best practices for advising students on the "[What is a Form I-515A?](#)" resource page on [Study in the States](#).

Contact Us

If you have any questions or are interested in SEVP participating in your event, please submit your request to SEVPCommunications@ice.dhs.gov. Recently attended an SEVP conference or joined in an online webinar? SEVP wants your feedback! Fill out the Stakeholder Satisfaction Survey on Study in the States to give us feedback on our outreach events so we can provide you with the best and most useful information.

SEVP Response Center

703-603-3400 | SEVP@ice.dhs.gov



**U.S. Immigration
and Customs
Enforcement**



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