Student and Exchange Visitor Program

SEVIS Release 5.7 F/M School User Training

June 19, 2007

Objectives

This presentation is an overview of the changes in the Student and Exchange Visitor Information System (SEVIS) Release 5.7 for F/M School Users, which include the following:

- **Message Board**
- **Enhancements to:**
  - **Initial Status Student Actions**
  - **Student Major/Minor Selection**
  - **Student/Dependent Search**
  - **OPT Edit Command**
  - **Pending Status OPT Display**
  - **Reinstatement Update Successful**
- **Updates to:**
  - **Registration Current Session End Date**
  - **M-1 Extension New Program End Date**
  - **Defer Attendance**
  - **Country Lists/Tables**
  - **Visa Issuance Post List/Table**

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New Functionality in Release 5.7 for F/M School Users

The major functionality that will be added to SEVIS in Release 5.7 is the Message Board. The Student and Exchange Visitor Program (SEVP) will utilize the Message Board to communicate important information to F/M school users.

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Message Board

The Message Board page will display to the Principal Designated School Official (PDSO)/Designated School Official (DSO) upon login to SEVIS Real-Time Interactive (RTI).

The Main link will allow the user to bypass the Message Board and access the Listing of Schools page.

Main | Help | Tutorial | Logout   PDSO
Message Board | Change Password   Get Adobe Reader

Message Board

Posting Begin Date	Posting End Date	Subject	Commands
05/11/2007	05/20/2007	Sample Message Board Subject (2)	View
04/27/2007	05/15/2007	Sample Message Board Subject (1)	View
			View/Print All

Messages will be available to view/print on the Posting Begin Date through the Posting End Date.

The Commands will permit the user to view/print the details of either a single message or all of the current messages (see next slide).

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Message Board

Message details will be provided to the PDSO/DSO via the System Message page. To print messages, the user will utilize the web browser print functionality.

The Message field will contain the body of the communication.

If an attachment is included, the user will select the hyperlink to either open or save the file.

When viewing all, there will be a break between messages.

The Return button will direct the user back to the Message Board page.

System Message

Posting Begin Date:	05/11/2007
Posting End Date:	05/20/2007
Subject:	Sample Message Board Subject (2)
Roles:	School Users
Message:	Sample Message Board Message.
	Message may have a direct hyperlink, e.g. http://www.ice.gov/sevis/index.htm, which will open in a new window.
	Messages may also have hyperlinked text.
Attachment:	

Posting Begin Date:	04/27/2007
Posting End Date:	05/15/2007
Subject:	Sample Message Board Subject (1)
Roles:	School Users
Message:	Sample Message Board Message.
Attachment:	Sample Message Board Attachment.pdf

Return

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Message Board

Important reminders regarding the Message Board:

- **The Message Board is for system wide messages; SEVP will not direct communications to individual schools/campuses via this functionality.**

- **Message Board postings will be listed in descending order by Posting Begin Date (i.e., the newest messages will be listed first).**

- **If there are no current messages when the PDSO/DSO logs into SEVIS RTI, the user will be taken directly to the Listing of Schools page.**

- **The Message Board link will be added to the Navigation Bar to permit the user to access the Message Board from any page within SEVIS.**

- **The Message Board will not be available to SEVIS Batch File Processing (BATCH) users; BATCH users will need to log into RTI to view current messages.**

Functionality Enhancements in Release 5.7 for F/M School Users

The following existing SEVIS RTI functionality will be enhanced for F/M School Users with Release 5.7:

- **Initial Status Student Actions**

- **Student Major/Minor Selection**

- **Student/Dependent Search**

- **OPT Edit Command**

- **Pending Status OPT Display**

- **Reinstatement Update Successful**

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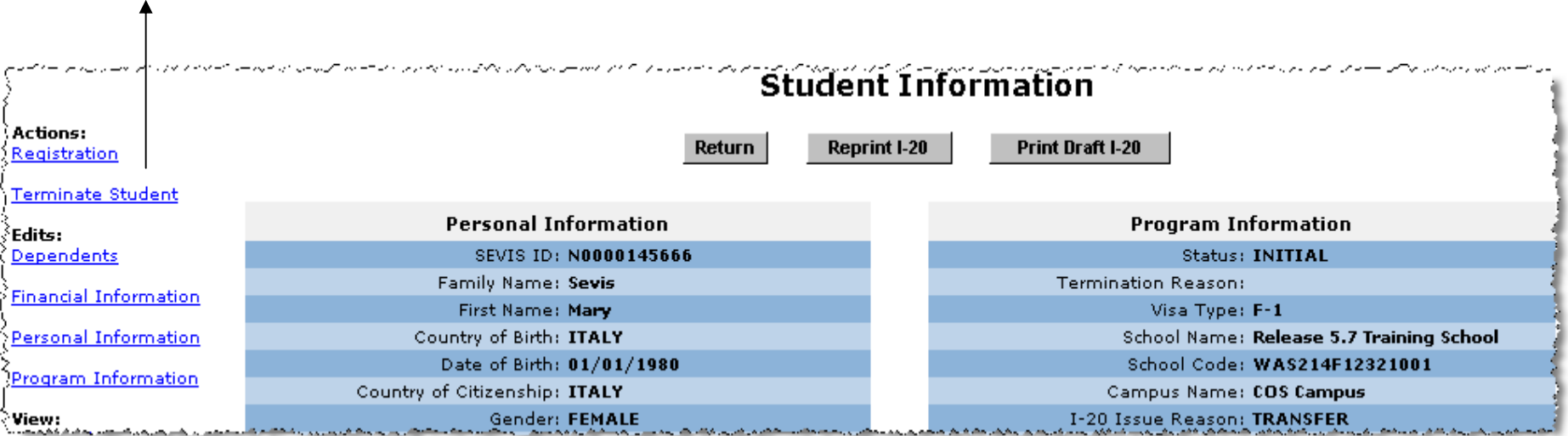
Initial Status Student Actions

The Actions menu of the Student Information page will be modified for select Initial status student records. First, the Terminate Student link will be available to the PDSO/DSO on an Initial status transfer-in student record.

The Terminate Student link will always be available on an Initial status transfer-in F-1 student record. For an Initial status M-1 transfer-in student record, the link will not begin to display until the Transfer Release Date.

Student Information

| Return | Reprint I-20 | Print Draft I-20 |

Actions:
Registration

Terminate Student

Edits:
Dependents

Financial Information

Personal Information

Program Information

View:

Personal Information		Program Information	
SEVIS ID: **N0000145666**		Status: **INITIAL**	
Family Name: **Sevis**		Termination Reason:	
First Name: **Mary**		Visa Type: **F-1**	
Country of Birth: **ITALY**		School Name: **Release 5.7 Training School**	
Date of Birth: **01/01/1980**		School Code: **WAS214F12321001**	
Country of Citizenship: **ITALY**		Campus Name: **COS Campus**	
Gender: **FEMALE**		I-20 Issue Reason: **TRANSFER**	

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Initial Status Student Actions

Second, once a Port of Entry (POE) arrival has been recorded in SEVIS, neither the Cancel Student or the Defer Attendance links will display on an Initial Attendance, Initial status student record.

The PDSO/DSO may only register or terminate an Initial status student record, which reflects a POE arrival.

Actions:
Registration

Terminate Student

Port of Entry: **BOSTON, MA (BOS)**
Date of Entry: **05/09/2007**
I-94/Admission Number: **01234567890**

POE Arrival data may be added to the student record in one of the following ways:

- **Received from the Arrival/Departure Information System (ADIS)**
- **Entered by a Department of Homeland Security (DHS) Inspector**
- **Entered by the PDSO/DSO**

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Student Major/Minor Selection

The process to select a student Primary Major, Secondary Major, and Minor will be changed. First, the PDSO/DSO will have the option of selecting the student major/minor by entering the Classification of Instructional Programs (CIP) subject code.

Text boxes will be added to allow the user to enter the subject code in the proper format (e.g., 12.1234).

If the subject code is not known, the user may perform a search by clicking the Select button (see next slide).

* Primary Major Code:	52.1302	Business Statistics	Select
Secondary Major Code:	11.0401	Information Science/Studies	Select Clear
Minor Code:	23.1101	Technical and Business Writing	Select Clear

Once the page is saved, the corresponding subject title will be populated.

The Clear button will remove the associated subject code and title.

Student Major/Minor Selection

Second, if the CIP subject code is not known, the PDSO/DSO will have the ability to select the student major/minor by performing a keyword search.

Instructions for searching and selecting a major/minor

Primary Major Selection

Enter the major/minor name or enter a minimum of 3 letters of the major/minor with prepended and/or postpended wildcard character(s) and click the Search button. Click the student's major/minor code from the list displayed.

Major/Minor Name: `*finance*`   [Search] [Cancel]

(allows wildcard * as input, e.g. *engineering*)

Major/Minor :

Code	Name
52.0304	Accounting and Finance (NEW)
22.0205	Banking, Corporate, Finance, and Securities Law (LL.M., J.S.D./S.J.D.). (NEW)
52.0899	Finance and Financial Management Services, Other
52.0801	Finance, General
52.0806	International Finance
52.0808	Public Finance

Once a subject code is selected, the user will be returned to the previous page where the subject code and title will be displayed.

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Student/Dependent Search

The Student Search page will be enhanced to allow the PDSO/DSO to search by Personal Information without being required to enter additional search criteria.

Family Name will still be required; the other three fields will continue to be optional.

The ability to perform a wildcard search by the First Name will be added.

* Search Type (Select one radio button and complete the associated field(s).)

○ **SEVIS ID:** [   ]
(The Search For field is disregarded when searching by SEVIS ID.)

◉ **Personal Information**
  * Family Name: [Sevis]
  (allows trailing wildcard * as input, e.g. joh*)
  First Name: [Mich*]
  (allows trailing wildcard * as input, e.g. j*)
  Date of Birth: [   ] (MM/DD/YYYY)
  Country of Citizenship: [▼]

○ **All Students or Dependents**

* Search Criteria (Select one radio button and complete the associated field(s).)

◉ **None** (Valid only when the Search Type is SEVIS ID or Personal Information.)

To perform a search by Personal Information only, the None radio button will be selected.

Student/Dependent Search

An additional update to the Student Search page will permit a PDSO/DSO to search by multiple statuses when the Search By Status Search Criteria are selected.

The Search By Status requirements will be as follows:

- **At least one status must be selected**
- **No more than three statuses may be selected**
- **All other fields are optional**

OPT Edit Command

A new link, Edit, will be available in the Command menu of the OPT Employment page. When an Optional Practical Training (OPT) request is in Pending status, the Edit link will provide the PDSO/DSO the ability to edit all fields of the OPT request.

End Date	Request Status	Receipt Number	Command		
05/15/2007	PENDING		View	Edit	Cancel Request

Selecting the Edit Command on the OPT Employment page will take the user to the Edit OPT Employment page.

Edit OPT Employment

Required fields are marked with an asterisk (*).

1. * Employment Start Date: 01/15/2007 (MM/DD/YYYY)
2. * Employment End Date: 05/15/2007 (MM/DD/YYYY)
3. * Full Time/Part Time: PART TIME
4. Employer Name: Employer Name
5. Employer Address:
   Address 1: Address 1
   Address 2:
   City: New York
   State: NEW YORK
   Zip Code: 10017 -
6. * Explain how the employment is related to course work: Course related.
7. * Has the student met the 1 full academic year requirement? Yes
8. Remarks: Student OPT Request Optional Remarks.

Update Employment   Reset Values   Cancel

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OPT Edit Command

The Edit link will also give the PDSO/DSO the option to update the Employer Name and the Employer Address for Approved status OPT requests. The Edit link will be available to the user up until the Employment End Date.

Only the Employer Name and Employer Address fields may be edited; all other fields will be displayed as read-only.

Pending Status OPT Display

Modifications will be made to display Pending status OPT requests, regardless of the requested Employment End Date, on the following:

- **Students With Pending or Approved Optional Practical Training (OPT) list**

Visa Type	Family Name	First Name	Employment Start Date	Employment End Date	Request Status
			Students With Pending or Approved Optional Practical Training (OPT)		
F-1	Sevis	Kelly	01/15/2007	05/15/2007	PENDING

- **Current Request/Authorization Details page**

OPT Employment:

Employer name:	**Employer Name**
Address:	**Address 1, New York, NY, 10017**
Start Date:	**01/15/2007**
End Date:	**05/15/2007**
Full Time/Part Time:	**PART TIME**
Request Status:	**PENDING**
Receipt Number:	
Remarks:	**Student OPT Request Optional Remarks.**

Pending status OPT will display even when the requested Employment End Date is in the past.

Reinstatement Update Successful

Upon submission of a student Reinstatement request, the Update Successful page will display new instructions to the PDSO/DSO. The instructions will include two changes:

- **A Request ID will be assigned to the Reinstatement request**

- **The user will be advised to mail documentation to the appropriate DHS Service Center**

The PDSO/DSO is advised to record the Request ID as it will not display on any other pages in SEVIS.

As of October 30, 2006, the DHS Service Centers have been responsible for adjudication of Reinstatement requests.

Update Successful

The following Request ID was assigned to this request: 4526

Mail this documentation to the DHS Service Center having jurisdiction over the location address of your institution. A list of addresses for these offices can be obtained via the DHS website, at <u>Reinstatement Filing Instructions</u>.

| Return to View Record | Print I-20 |

Functionality Updates in Release 5.7 for F/M School Users

The following existing SEVIS RTI and BATCH functionality will be updated for F/M School Users with Release 5.7:

- **Registration Current Session End Date**

- **M-1 Extension New Program End Date**

- **Defer Attendance**

- **Country Lists/Tables**

- **Visa Issuance Post List/Table**

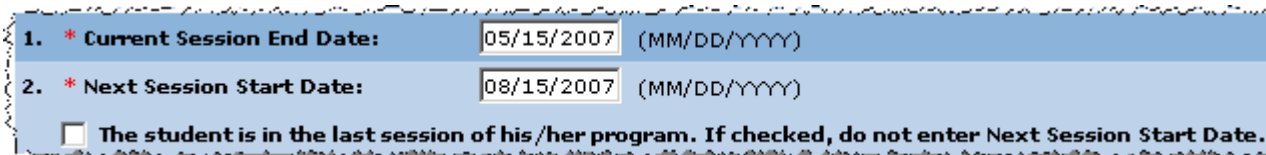**SEVIS Release 5.7 F/M School User Training**

Registration Current Session End Date

Validation on the Current Session End Date for a student registration will be changed. A past Current Session End Date will be permitted as long as the date falls within the program dates. This modification will affect the Registration page in RTI.

Current Session End Date must be:

- **Greater than or equal to the Program Start Date**
- **Less than or equal to the Program End Date**
- **Less than or equal to the Next Session Start Date**

1. * Current Session End Date:	05/15/2007	(MM/DD/YYYY)
2. * Next Session Start Date:	08/15/2007	(MM/DD/YYYY)

☐ The student is in the last session of his/her program. If checked, do not enter Next Session Start Date.

Next Session Start Date must be:

- **Greater than or equal to the current date**
- **Less than or equal to the Program End Date**
- **Greater than or equal to the Current Session End Date**

Registration Current Session End Date

The addition of four new BATCH Error Codes and Error Messages will be required with the update to the Current Session End Date validation.

Error Code	Error Message
S1114	Next session start date must be on or after today's date
S1115	Current session end date must be on or after the program start date
S1116	Current session end date must be on or before the program end date
S1117	Next session start date must be on or before the program end date

Also, one current BATCH Error Code and Error Message will be removed.

Error Code	Error Message
S1032	Current session end date must be equal to or after today's date

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M-1 Extension New Program End Date

The New Program End Date validation for an M-1 student extension will be updated. SEVIS will only allow a requested New Program End Date less than or equal to 1 year from the current Program End Date. This edit will affect the Extend Program page in RTI.

Program End Date: **06/15/2007**
Visa Type: **M-1**
Status: **ACTIVE**

1. * New Program End Date: `06/15/2008` (MM/DD/YYYY)

2. * Medical or Academic Circumstances That Necessitate Extension: `Student course progression requires additional times to complete.`

[Extend Program]   [Reset Values]

The current validation that the New Program End Date may not be more than 3 years from the original Program Start Date will still apply

M-1 Extension New Program End Date

The M-1 extension validation change will not require any updates to BATCH; existing BATCH Error Codes and Error Messages will be used.

Error Code	Error Message
S1016	Program end date must be within twelve months of the original program end date for this visa type
S1041	Program end date must be within three years of the original program start date for this visa type

Defer Attendance

The option to defer the attendance of an Initial status student, who has a record of entering the United States, will be removed. Initial status students who meet this criteria will be as follows:

- **Transfer-in***

- **Change Education Level***

- **Initial Attendance with a POE Arrival Record****

* Removal in Release 5.7 will only affect BATCH; functionality does not exist in RTI
** RTI functionality change described in Slide 8

Defer Attendance

As a Defer Attendance request will no longer be permitted via BATCH for these select Initial status student records, 3 new Error Codes and Error Messages will be created.

Error Code	Error Message
S1118	Transfer-in student cannot defer attendance
S1119	Cannot defer attendance for student with change level of education
S1120	Cannot defer attendance for student who has already arrived in U.S.

Country Lists/Tables

The BATCH Birth Country Codes and Citizenship/Residence Country Codes lookup tables will be modified per a National Geo-Spatial Intelligence Agency's Federal Information Processing Standards (FIPS) 10-4 Change Notice. These modifications will make BATCH consistent with the current RTI Country of Birth, Country of Citizenship, and Foreign Address Country lists.

First, two new countries will be added to the BATCH Birth Country Codes and Citizenship/Residence Country Codes lookup tables.

Country Code	Country Description
MJ	Montenegro
RB	Serbia

Country Lists/Tables

Second, two countries will be closed, i.e., will only be listed in the BATCH Birth Country lookup table.

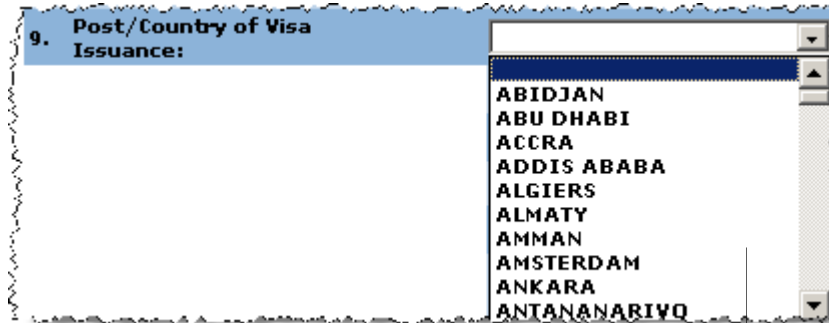| Country Code	Country Description
BZ	Germany, Berlin
YI	Serbia and Montenegro

Lastly, three current countries will have their descriptions changed in the BATCH Birth Country Codes and Citizenship/Residence Country Codes lookup tables.

Country Code	Old Country Description	New Country Description
MK	Republic of Macedonia	Macedonia
MW	Montenegro	Montenegro (Prior to 2001)
SR	Serbia	Serbia (Prior to 2001)

Visa Issuance Post List/Table

The Visa Issuance Posts will be updated with current data provided by the Department of State (DoS). The changes will affect the Post/Country of Visa Issuance drop-down list on the Registration page in RTI.

The updated listing is required to make the SEVIS interface consistent with other government systems.

Visa Issuance Post List/Table

Modifications will also be made to the Visa Post Codes and corresponding Visa Post Descriptions in the BATCH Visa Issuance Post Codes lookup table.

Table	Table Name (from SEVISTable.xsd)	Description
Visa Issuance Post Codes	VisaPostCodeType	Codes representing the consular office that issued the student's visa

Questions?