



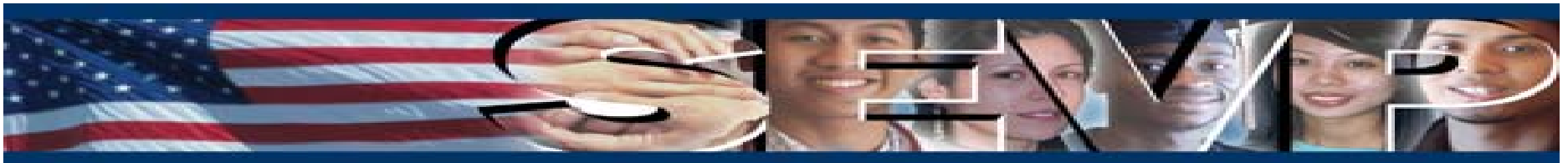
U.S. Immigration  
and Customs  
Enforcement



# **Student and Exchange Visitor Program**

## **SEVIS Release 5.8 F/M School User Training**

**April 15, 2008**



# Objectives

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This presentation is an overview of the changes for F/M School Users in Release 5.8 of the Student and Exchange Visitor Information System (SEVIS), which include:

- **New functionality**
  - **Event History**
  - **OPT Extension**
  - **Requested Status**
  - **Transfer History**
- **Modifications to existing functionality**
  - **Secondary Major and Minor Fields**
  - **Request Change to Student Request**
  - **Form I-20**
  - **OPT Employment**
  - **Return to Initial Status Correction**
  - **Request Change to Student Status Correction**
  - **Termination Reason Drop-Down List**

***Note: The new and modified functionality covered in this document is related to SEVIS Real-Time Interactive (RTI). SEVIS Batch File Processing (Batch) will not be changed in Release 5.8; therefore, no updates to the SEVIS Batch schema will be necessary.***



# New Functionality in Release 5.8 for F/M School Users

Major functionality for F/M School Users that will be added to SEVIS RTI in Release 5.8 is the Event History.

The screenshot displays the SEVIS interface with the following elements:

- Header:** U.S. Immigration and Customs Enforcement, ICE, Student & Exchange Visitor Information System, SEVIS, and a user ID (0880).
- Navigation:** Main | Help | Tutorial | Logout, Message Board | Change Password, and Get Adobe Reader.
- Event History Section:**
  - SEVIS ID:** N0000150529
  - Family Name:** Sevis
  - First Name:** Hines
  - Date of Birth:** 01/01/1977
  - Country of Birth:** NETHERLANDS
  - Country of Citizenship:** NETHERLANDS
  - Gender:** MALE
  - School Name:** Release 5.8 Training School - DC Campus
  - Program Start Date:** 09/01/2007
  - Program End Date:** 09/01/2011
  - Visa Type:** F-1
  - Status:** ACTIVE
- Event History Table:**

Event Name	Event Date	Resulting Status	Performed By
Record Created	07/02/2007	INITIAL	Firstname Lastname
I-901 Payment	07/27/2007	INITIAL	System Interface
NIV Interface	08/07/2007	INITIAL	System Interface
ADIS Arrival	08/28/2007	INITIAL	System Interface
Registration	09/01/2007	ACTIVE	Firstname Lastname
Program Information Updated	10/29/2007	ACTIVE	Firstname Lastname
ADIS Departure	12/21/2007	ACTIVE	System Interface
ADIS Arrival	01/06/2008	ACTIVE	System Interface
Registration	01/09/2008	ACTIVE	Firstname Lastname
Personal Information Updated	01/31/2008	ACTIVE	Firstname Lastname
Financial Information Updated	01/31/2008	ACTIVE	Firstname Lastname
OPT Employment	03/03/2008	ACTIVE	Firstname Lastname
OPT Employment Requested	03/03/2008	ACTIVE	Firstname Lastname
Termination	03/07/2008	TERMINATED	Firstname Lastname
Correction to Student Status Requested	03/10/2008	TERMINATED	Firstname Lastname
ISS Change of Student Status	03/10/2008	ACTIVE	DHS Official
Student Status Correction Request Approved	03/17/2008	ACTIVE	DHS Official
- Footer:** 03/18/2008 (Tuesday) and a Return button.



SEVIS Release 5.8 F/M School User Training

# Event History

The Event History page will provide the PDSO/DSO the ability to view the history of events recorded in SEVIS. Event History will be available for students and dependents that are currently or were previously associated with the school user's campus.

To access an Event History page, the PDSO/DSO will select the Event History link in the View menu of either the Student Information page or Dependent Information page.



# Event History

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Four data elements will be provided to the PDSO/DSO on the Event History pages:

- **Event Name** – The name of the event that was performed.
- **Event Date** – The date the event was recorded.
- **Resulting Status** – If the student and/or dependent status changed via the event, the new status will be listed; otherwise, the status at the time of the event will display.
- **Performed By** – The specific school user, general Department of Homeland Security (DHS) user, interfacing system, or maintenance job which performed the event.

Event Name	Event Date	Resulting Status	Performed By
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# Event History

Slides six through ten provide a high level sample of events that occur and how each event will be recorded to create a student Event History. Not all student records will follow this pattern; this is just a general overview of how the functionality will work.

The PDSO/DSO creates and submits the student Form I-20 via SEVIS...

Event Name	Event Date	Resulting Status	Performed By
Record Created	02/01/2008	INITIAL	Firstname Lastname

The Return button will direct school users back to the Student Information page.




# Event History

...the student receives the Form I-20 and pays the I-901 Fee...

Event Name	Event Date	Resulting Status	Performed By
Record Created	02/01/2008	INITIAL	Firstname Lastname
I-901 Payment	02/21/2008	INITIAL	System Interface

[Return](#)



The Event Name will be short but descriptive to provide the PDSO/DSO an understanding of the event that occurred.



# Event History

...the student applies, interviews, and is granted a visa by the Consulate...

Event Name	Event Date	Resulting Status	Performed By
Record Created	02/01/2008	INITIAL	Firstname Lastname
I-901 Payment	02/21/2008	INITIAL	System Interface
NIV Interface	02/29/2008	INITIAL	System Interface

[Return](#)

Events will be sorted ascending by Event Date; events that occur on the same day will be listed based on the time the event was recorded.





# Event History

...the student enters the United States via a Port of Entry...

Event Name	Event Date	Resulting Status	Performed By
Record Created	02/01/2008	INITIAL	Firstname Lastname
I-901 Payment	02/21/2008	INITIAL	System Interface
NIV Interface	02/29/2008	INITIAL	System Interface
ADIS Arrival	03/11/2008	INITIAL	System Interface



There will be four possible values in the Performed By field:

- First and Last Name of the PDSO/DSO
- DHS Official
- SEVIS Maintenance
- System Interface




# Event History

...the student reports to the school and the PDSO/DSO performs a Registration.

The student Event History at this campus will continue to build via Actions, Edits, Employment/Training, and/or Corrections submitted by the school's users, DHS user activity, system interface updates, and/or SEVIS maintenance jobs.

Event Name	Event Date	Resulting Status	Performed By
Record Created	02/01/2008	INITIAL	Firstname Lastname
I-901 Payment	02/21/2008	INITIAL	System Interface
NIV Interface	02/29/2008	INITIAL	System Interface
ADIS Arrival	03/11/2008	INITIAL	System Interface
Registration	03/18/2008	ACTIVE	Firstname Lastname



Via a Registration, the student status will change from Initial to Active status; this is a sample of an event changing the Resulting Status.



# Event History

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## Additional information regarding Event History:

- **When the Transfer Release Date is reached, Event History will no longer be recorded on the Deactivated status student record at the transfer-out school. All subsequent events will be recorded on the student record at the transfer-in school.**
- **When a Change Education Level is completed, Event History will no longer be recorded on the Deactivated status student record at the previous education level. All subsequent events will be recorded on the student record at new education level.**
- **The functionality for the dependent Event History will follow a similar pattern as the student Event History. However, as there are less events recorded for dependents, the dependent Event History will not be as comprehensive.**



# New Functionality in Release 5.8 for F/M School Users

A second major functionality, for F school users only, that will be added to SEVIS RTI in Release 5.8 is the OPT Extension.

The screenshot shows the SEVIS RTI interface for extending OPT employment. The page title is "Release 5.8 Training School" and the sub-title is "Extend OPT Employment". A notice states: "Prior to recommending a 17-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, masters, or doctorate degree. The STEM Designated Degree Program List is available at www.ice.gov/sevis (the SEVP Web site). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). Your school must continue to maintain records on the student for the full period of the extension. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at www.ice.gov/sevis (the SEVP Web site)." Below the notice, a table lists required fields: 1. Employment Start Date (06/01/2008), 2. Employment End Date (11/01/2009), 3. Employer Name (ABC Inc.), and 4. Employer Address (Corporate Drive, Washington, DISTRICT OF COLUMBIA, 20001). A text area for OPT Comments/Remarks is also present. At the bottom, there are buttons for "Extend Employment", "Reset Values", and "Cancel". The footer shows the date "04/06/2008 (Sunday)".

U.S. Immigration and Customs Enforcement ICE Student & Exchange Visitor Information System SEVIS

Main | Help | Tutorial | Logout Message Board | Change Password

### Release 5.8 Training School

#### Extend OPT Employment

Prior to recommending a 17-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, masters, or doctorate degree. The STEM Designated Degree Program List is available at www.ice.gov/sevis (the SEVP Web site). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). Your school must continue to maintain records on the student for the full period of the extension. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at www.ice.gov/sevis (the SEVP Web site).

Required fields are marked with an asterisk (\*).

1. Employment Start Date:	06/01/2008 (MM/DD/YYYY)
2. Employment End Date:	11/01/2009 (MM/DD/YYYY)
3. * Employer Name:	ABC Inc.
4. * Employer Address:	<p>* Address 1: Corporate Drive</p> <p>Address 2:</p> <p>* City: Washington</p> <p>* State: DISTRICT OF COLUMBIA</p> <p>* Zip Code: 20001</p>
5. * OPT Comments/Remarks: (Include the student's e-mail address; job title or position; and the supervisor's name and contact information in this field.)	Data from the required "Explain how the employment is related to course work" field on the Add OPT Employment page.

Extend Employment Reset Values Cancel

04/06/2008 (Sunday)



# OPT Extension

A new link, **Extend**, will be available on the Command menu of the OPT Employment page of an F-1 student record as long as the following criteria are met:

- The student education level is Bachelors, Masters, or Doctorate.
- The student has a current Approved status post-completion OPT segment.
- The student does not have an existing OPT Extension request in Requested, Pending, or Approved status.

The PDSO/DSO may use the **Extend** link to request a 17-month OPT Extension to an Approved status, post-completion OPT segment.

Employer Name	Full Time / Part Time	Start Date	End Date	Request Status	Receipt Number	Command
ABC Inc.	FULL TIME	06/01/2007	05/31/2008	APPROVED	ABC0123456789	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Extend</a>

Clicking the **Extend** link will direct the school user to the new Extend OPT Employment page.



## OPT Extension

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On the Extend OPT Employment page, the PDSO/DSO will be provided the following important notice regarding qualifications for OPT Extensions:

*“Prior to recommending a 17-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, masters, or doctorate degree. The STEM Designated Degree Program List is available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Web site). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). Your school must continue to maintain records on the student for the full period of the extension. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Web site).”*

School users must ensure that the F-1 student meets these requirements. If a non-qualified F-1 student submits a Form I-765 for an OPT Extension to a United States Citizenship and Immigration Services (USCIS) Service Center, the application will be denied and the filing fee will **NOT** be refunded.



# OPT Extension

School officials will not have the option to enter employment dates for OPT Extension requests. The OPT Extension employment start date will be pre-filled with the date after the employment end date of the current Approved OPT segment on which the OPT Extension is being requested; the OPT Extension employment end date will be pre-filled as 17 months from the OPT Extension employment start date.

**Extend OPT Employment**

For recommending a 17-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Web site). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(b)(1)(i) and 214.2(b)(1)(ii) on the student for the full period of the extension. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(b)(1)(i) and 214.2(b)(1)(ii) are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Web site).

Required fields are marked with an asterisk (\*).

1. Employment Start Date:	06/01/2008 (MM/DD/YYYY)
2. Employment End Date:	11/01/2009 (MM/DD/YYYY)
3. * Employer Name:	<input type="text" value="ABC Inc."/>
4. Employer Address:	
* Address 1:	<input type="text" value="1 Corporate Drive"/>
Address 2:	<input type="text"/>
* City:	<input type="text" value="Washington"/>
* State:	<input type="text" value="DISTRICT OF COLUMBIA"/>
* Zip Code:	<input type="text" value="20001"/> - <input type="text"/>
5. * OPT Comments/Remarks: (Include the student's e-mail address; job title or position; and the supervisor's name and contact information in this field.)	<input type="text" value="Data from the required 'Explain how the employment is related to course work' field on the Add OPT Employment page."/>

→ The Employer Name, Employer Address, and OPT Comments/Remarks fields will be required. The OPT Comments/Remarks field will be pre-filled with data from the current Approved OPT segment; the Employer Name and/or Employer Address fields may also be pre-filled if data is available.





# OPT Extension

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Additional information regarding the OPT Extension functionality:

- Upon submission of the OPT Extension request, any future date Requested status and/or Pending status OPT requests on the F-1 student record will automatically be canceled.
- The PDSO/DSO should print the Form I-20 and provide it to the F-1 student to include with the other required documentation when filing a Form I-765 with a USCIS Service Center.
- Requested status, Pending status, and current or future Approved status OPT Extensions will print in the Current Authorizations section on page 3 of the F-1 student Form I-20.
- Once an F-1 student has an Approved status OPT Extension, another extension may not be requested for that student.
- If an F-1 student is approved for an OPT Extension yet had not utilized the available 12 months of OPT, the remaining time from the 12-month OPT allotment is forfeited.





# Additional New Functionality in Release 5.8 for F/M School Users

The following additional new functionality for F/M School Users will be added to SEVIS RTI with Release 5.8:

- Requested Status
- Transfer History

U.S. Immigration and Customs Enforcement ICE Student & Exchange Visitor Information System SEVIS

Main | Help | Tutorial | Logout  
Message Board | Change Password

### Listing of Schools

\* Indicates an alert for that school  
Ⓢ Indicates that the PDSO of the main campus has to apply/pay fees for recertification

Name of School	Name of Campus	Location (City, State)	Role	Commands
<a href="#">Release 5.8 Training School</a>	CO5 Campus	Colorado Springs, CO	PDSO	<a href="#">Search</a> <a href="#">View Student</a> * <a href="#">Alerts</a> <a href="#">Student Lists</a> <a href="#">Reports</a>
<a href="#">Release 5.8 Training School</a>	DC Campus	Washington, DC	PDSO	<a href="#">Search</a> <a href="#">View Student</a> * <a href="#">Alerts</a> <a href="#">Student Lists</a> <a href="#">Reports</a>
<a href="#">Release 5.8 Training School</a>	PA Campus	University Park, PA	PDSO	<a href="#">Search</a> <a href="#">View Student</a> * <a href="#">Alerts</a> <a href="#">Student Lists</a> <a href="#">Reports</a>

03/20/2008 (Thursday)



SEVIS Release 5.8 F/M School User Training

## Requested Status

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Requested will be the default status when school users submit any of the following request types in SEVIS:

- Optional Practical Training (OPT)
- Off-Campus Employment
- M-1 Transfer
- M-1 Extension

The student request will only change to Pending status when SEVIS receives notification from the Computer Linked Application Information Management System (CLAIMS) that the student application, along with the required fee, has been accepted and entered into CLAIMS by a USCIS Service Center.

*Note: On this slide, as well as the following five slides covering Requested status, all references to OPT requests also apply to OPT Extension requests.*



## Requested Status

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The PDSO/DSO will have the option to cancel student requests in Requested status as follows:

- OPT – Via the Cancel Request link on the OPT Employment page.
- Off-Campus Employment – Via the Cancel Request link on the Off-Campus Employment page.
- M-1 Extension – Via the Cancel Extend Program link on the Student Information page.
- M-1 Transfer – Via the Cancel Transfer link on the Student Information page (*Note: May only be performed by the transfer-out school before the Transfer Release Date*).

These request types may also be canceled by a SEVIS maintenance job after a period of 180 days in Requested status.

*Note: Once a CLAIMS update has set a student request to Pending status, it may no longer be canceled by either the PDSO/DSO or the SEVIS maintenance job.*



# Requested Status

A new Student Alert, **Students With Requests in Requested Status Over 90 Days**, will be added. This new alert will notify school users of OPT, Off-Campus Employment, M-1 Extension, and/or M-1 Transfer student requests that have been in Requested status more than 90 days.

**Students With Requests in Requested Status Over 90 Days**

[Return to Alerts](#)

SEVIS ID	Visa Type	Family Name	First Name	Request Type	Request Date
N0000150534	F-1	<a href="#">Sevis</a>	Len	Off-Campus Employment	12/17/2007
N0000151025	F-1	<a href="#">Sevis</a>	Olivia	OPT	12/20/2007
N0000150546	M-1	<a href="#">Sevis</a>	Tammy	Transfer	12/07/2007
N0000150548	M-1	<a href="#">Sevis</a>	Victor	Extension	12/24/2007

4 Records

Alert records will be sorted ascending by Family Name, First Name.

The date the student request was submitted via SEVIS.



## Requested Status

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Three Student Lists will be renamed, as outlined in the below table, as they will now include Off-Campus Employment, OPT, and M-1 Extension student requests in Requested status.

<b>Student List previously titled...</b>	<b>Will be renamed...</b>
<b>Students With Pending or Approved Off-Campus Employment</b>	<b>Students With Requested, Pending, or Approved Off-Campus Employment</b>
<b>Students With Pending or Approved Optional Practical Training (OPT)</b>	<b>Students With Requested, Pending, or Approved Optional Practical Training (OPT)</b>
<b>Students With a Pending Extension Request</b>	<b>Students With a Requested or Pending Extension Request</b>



## Requested Status

Modifications to the printed student Form I-20, as outlined in the below table, will also be required with the new Requested status.

Form I-20 Field	Request Type	Request Status	Wording Printed on Form I-20
Page 1, Field 3	M-1 Extension	Requested	Program Extension Requested
		Pending	Program Extension Pending
Page 3, Current Authorizations	OPT	Requested	OPT Employment Requested
		Pending	OPT Employment Pending
	Off-Campus Employment	Requested	Off-Campus Employment Requested
		Pending	Off-Campus Employment Pending



# Requested Status

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Two important notes regarding the new Requested status:

- **When Release 5.8 is implemented, all OPT, Off-Campus Employment, M-1 Extension, and M-1 Transfer student requests in Pending status will be changed to Requested status. At the same time, any of these request types that were submitted in SEVIS greater than 180 days in the past will be set to Canceled status via the SEVIS maintenance job. It is recommended that school users review all of these request types in Pending status to determine if any need attention prior to Release 5.8.**
- **As of the development of this presentation, CLAIMS had not yet implemented the functionality to send SEVIS Pending status updates for OPT, Off-Campus Employment, M-1 Extension, and M-1 Transfer student requests. Until CLAIMS implements this functionality, these request types will change from Requested status directly to Approved, Denied, or Withdrawn status when SEVIS receives the CLAIMS update that the Service Center has performed an adjudication. School users will be provided notice once CLAIMS has implemented this functionality and is prepared to send SEVIS Pending status updates for these request types.**

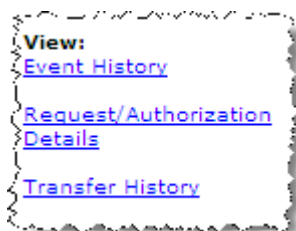




# Transfer History

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The Transfer History, which will display all of a student's completed transfers, may be viewed by the PDSO/DSO. A student's comprehensive Transfer History will be available to school users at any school that the student attended.



If the student has any completed transfers, school users will see the Transfer History link in the View menu.





# Transfer History

The Transfer History page will provide the PDSO/DSO the Transfer Release Date and information on both the transfer out and transfer-in schools for each completed student transfer.

Sample student with two completed transfers.

Release Date:	09/01/2006
Transfer From School Name - Campus Name:	Release 5.8 Training School - DC Campus
Transfer From School Code:	WAS214F12321000
Transfer To School Name - Campus Name:	Release 5.8 Training School - COS Campus
Transfer To School Code:	WAS214F12321001
Release Date:	09/01/2007
Transfer From School Name - Campus Name:	Release 5.8 Training School - COS Campus
Transfer From School Code:	WAS214F12321001
Transfer To School Name - Campus Name:	Release 5.8 Training School - PA Campus
Transfer To School Code:	WAS214F12321002

Return

Transfer History will be sorted ascending by Transfer Release Date.



# Transfer History

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For Transfer History, the following will constitute a completed student transfer:

- **F-1 transfer-in student**
  - Initial status record is registered.
  - Initial status record is transferred by the transfer-in school to a new school using the Transfer Out Correction.
  - Initial status record is set to Terminated status, for any reason, prior to being registered.
  - Draft status record is set to Terminated status by the SEVIS maintenance job as the I-20 is not created within 6 months of the Transfer Release Date.
  
- **M-1 transfer-in student**
  - Initial status record is registered at the transfer-in school and SEVIS has received notification from CLAIMS that the student request has been Approved.
  - Initial status record is set to Terminated status, for any reason, prior to being registered and SEVIS has received notification from CLAIMS that the student request has been Approved.
  - Draft status record is set to Terminated status by the SEVIS maintenance job as the I-20 is not created within 6 months of the Transfer Release Date.



# Functionality Enhancements in Release 5.8 for F/M School Users

The following existing SEVIS RTI functionality will be modified for F/M School Users with Release 5.8:

- Secondary Major and Minor Field
- Request Change to Student Request
- Form I-20
- OPT Employment
- Return to Initial Status Correction
- Request Change to Student Status Correction
- Termination Reason Drop-Down List

The screenshot displays the SEVIS Student Information page for a student named Sevis. The page is organized into several sections:

- Personal Information:** SEVIS ID: N0000150538, Family Name: Sevis, First Name: Natalie, Country of Birth: AUSTRALIA, Date of Birth: 01/01/1990, Country of Citizenship: AUSTRALIA, Gender: FEMALE, Foreign Address: 1 Street Name, Home AUSTRALIA, U.S. Address: 800 K St NW, Unit 14, Washington DISTRICT OF COLUMBIA 20001, SSN, Driver's License Number, Driver's License Issuing State, Individual Taxpayer ID Number.
- Program Information:** Status: ACTIVE, Termination Reason, Visa Type: F-1, School Name: Release 5.8 Training School, School Code: IAS214F12321000, Campus Name: DC Campus, I-20 Issue Reason: CONTINUED ATTENDANCE, Education Level: BACHELOR'S, Major: International Economics, Secondary Major: International Relations and Affairs, Minor: Geography, Program Start Date: 03/01/2008, Program End Date: 03/01/2012, Normal Length of Study: 48, Current Session End Date: 06/01/2008, Next Session Start Date: 07/01/2008, School Requires English Proficiency: Yes, Student Has English Proficiency: Yes, English Is Not Required Because: Release 5.8 Training.
- Financial Information:** Number of Months: 12, Tuition Fees: \$15,000.00, Living Expenses: \$15,000.00, Dependent Expenses, Other Costs, Other Costs Comment, Total Expenses: \$30,000.00, Student's Personal Funds: \$30,000.00, Funds From This School, School Fund Type, Funds From Other Sources, Source Type, On-Campus Employment, Total Funding: \$50,000.00.
- Travel Information:** Passport Number: 01234567, Visa Number: AS0123456789, Visa Issue Date: 02/15/2008, Visa Issue Post: SYDNEY (SYD), Port of Entry: WASHINGTON DC (WAS), Date of Entry: 03/01/2008, I-94/Admission Number, Port of Departure, Date of Departure.
- I-901 SEVIS Fee Payment Information:** Transaction Type: Payment, Transaction Date: 02/01/2008, Transaction Amount: \$100.00, Fee Payment/Cancellation Receipt Number: CCC1234567890.

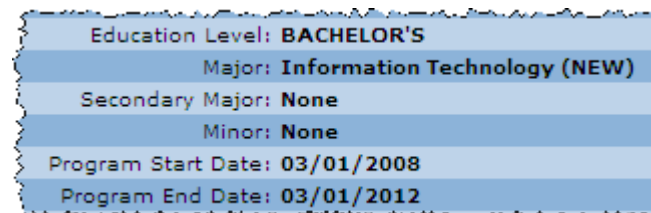


## Secondary Major and Minor Fields

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School users will be required to populate the Secondary Major and Minor fields on an F-1 student record. If an F-1 student is not pursuing a secondary major and/or minor, a new subject code of “00.0000” with the description of “None” will be available.

Sample display for an F-1 student, created or updated in SEVIS RTI after Release 5.8 is live, who is not enrolled in a secondary major or minor.



A screenshot of a SEVIS RTI student record display. The record is shown in a light blue, rounded rectangular box with a drop shadow. The fields are as follows:

Education Level:	BACHELOR'S
Major:	Information Technology (NEW)
Secondary Major:	None
Minor:	None
Program Start Date:	03/01/2008
Program End Date:	03/01/2012



## Secondary Major and Minor Fields

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The new requirement to complete these fields will affect the following pages in SEVIS RTI:

- Page 2 of a Draft status Initial Attendance student I-20
- Update Program Information page for an Initial or Active status student \*
- Student Reinstatement page for a Completed or Terminated status student \*
- Create I-20 for Change Education Level page for an Active status student
- Create I-20 for Transfer page for a Draft Status transfer-in student

*\* Note: Once the fields are populated, both will be pre-filled upon any subsequent access to either of these pages.*

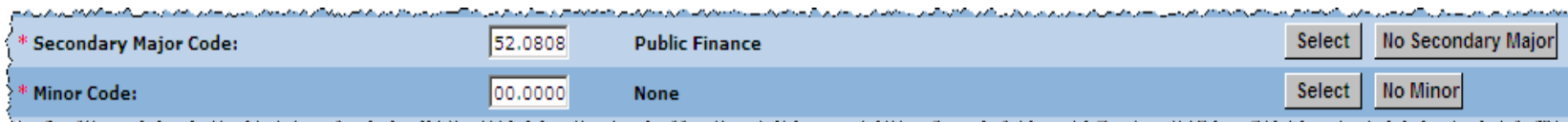


## Secondary Major and Minor Fields

The PDSO/DSO will have three ways to complete the Secondary Major and Minor fields.

Enter the subject code directly into the corresponding text box. The corresponding description will be populated once the page is saved.

Perform a search for the description by clicking the Select button. Upon selection of a subject code, the user will be returned to the page where the subject code and description will be displayed



The screenshot shows a form with two rows. The first row is for the Secondary Major Code, with a text box containing '52.0808' and a dropdown menu showing 'Public Finance'. To the right are two buttons: 'Select' and 'No Secondary Major'. The second row is for the Minor Code, with a text box containing '00.0000' and a dropdown menu showing 'None'. To the right are two buttons: 'Select' and 'No Minor'. An upward arrow points from the 'Public Finance' dropdown to the text above it, and another upward arrow points from the 'Select' button to the text above it. A downward arrow points from the 'No Secondary Major' button to the text below it.

Click either the No Secondary Major or No Minor button. The page will automatically refresh and the subject code and description will be filled.

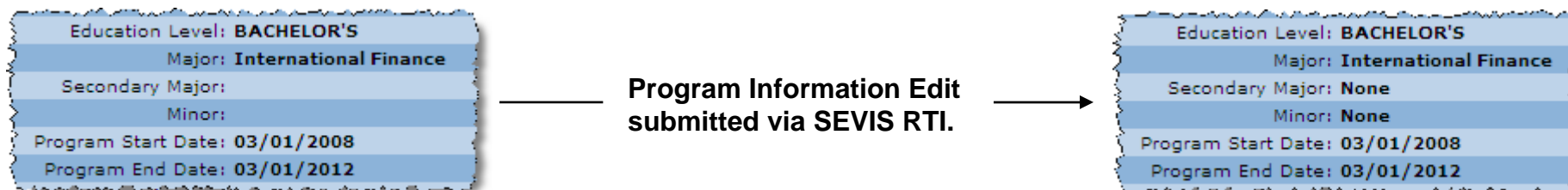


## Secondary Major and Minor Fields

Regarding F-1 students who are not participating in Secondary Majors and/or Minors:

- Records created prior to Release 5.8 will not display a value in the field(s).
- Records created via SEVIS Batch will not display a value in the field(s).

School users may populate these fields for an Active or Initial status F-1 student who meets one of the above criteria via a Program Information Edit .





# Request Change to Student Request

When requesting a correction to set an F-1 student Change of Status (COS) request to Approved status, the PDSO/DSO will be required to enter the COS Benefit Start Date on the Request Correction page.

**Request Information**  
Request Type: Change of Status  
Request Status: PENDING  
Requested Visa Type: F1  
Current Visa Type: H1B  
Receipt Number: ABC1234567890

1. \* Change Request Status To:

2. Benefit Start Date:  (MM/DD/YYYY) (Required if changing to APPROVED status.)

The USCIS Form I-797 Approval Notice will have the date from which the F-1 status is valid. This date should be entered as the Benefit Start Date.





# Request Change to Student Request

In addition to the Benefit Start Date, for an M-1 student, the PDSO/DSO will be required to enter the Program End Date on the Request Correction page when requesting a correction to set an M-1 student COS request to Approved status.

Request Information	
Request Type:	Change of Status
Request Status:	PENDING
Requested Visa Type:	M1
Current Visa Type:	H1B
Receipt Number:	ABC0123456789

1. * Change Request Status To:	<input type="text" value="APPROVED"/>
2. Benefit Start Date:	<input type="text"/> (MM/DD/YYYY) (Required if changing to APPROVED status.)
3. * Program End Date:	<input type="text" value="05/01/2009"/> (MM/DD/YYYY) (Update if changing to APPROVED status only.)

The USCIS Form I-797 Approval Notice will have the dates within which the M-1 status is valid. These dates should be entered as the Benefit Start Date and Program End Date.

The Program End Date field will be pre-filled but may be edited.



# Form I-20

The Primary Major will print on page 3 of the Form I-20 for both F-1 and M-1 students.

Both the  
Primary Major  
code and  
description  
will print.



IF YOU NEED MORE INFORMATION CONCERNING YOUR F-1 NONIMMIGRANT STUDENT IMMIGRATION PROCEDURES, PLEASE CONTACT EITHER YOUR FOREIGN STUDENT ADMISSIONS OFFICE OR THE U.S. DEPARTMENT OF HOMELAND SECURITY IMMIGRATION AND NATURALIZATION SERVICE OFFICE.

FAMILYNAME: Sevis FIRST NAME: Kelly

Primary Major: 11.0103 Information Technology (NEW)

Student Employment Authorization:

Employment Status:

Type:

Duration of Employment - From (Date):

To (Date):

Employer Name:

Employer Location:



## OPT Employment

- On the OPT Employment page, the notice provided to the PDSO/DSO will be reworded.

Prior to recommending Optional Practical Training (OPT), you must ensure that the training complies with the rules governing OPT. You must also ensure that the student is aware of his/her obligation to report changes in employment information (to include periods of unemployment) and changes in his/her address. The school must continue to maintain records on the student for the full period of OPT. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Web site).

- On the Add OPT Employment page, the Remarks field will be edited to advise school users to include the student's e-mail address.

8. Remarks:  
(Include the student's e-mail address.)

Enter remarks here.  
fmstudent@sevis.edu



# Return to Initial Status Correction

If a student is in Active status and the PDSO performs a Return to Initial Status Correction Request, SEVIS will automatically blank out both the Current Session End Date and Next Session Start Date.

Status:	<b>ACTIVE</b>
Termination Reason:	
Visa Type:	<b>F-1</b>
School Name:	<b>Release 5.8 Training</b>
School Code:	<b>WAS214F12321000</b>
Campus Name:	<b>DC Campus</b>
I-20 Issue Reason:	<b>CONTINUED ATTEN</b>
Education Level:	<b>MASTER'S</b>
Major:	<b>Human Developme Studies, General</b>
Secondary Major:	<b>None</b>
Minor:	<b>None</b>
Program Start Date:	<b>04/01/2008</b>
Program End Date:	<b>04/01/2012</b>
Normal Length of Study:	<b>48</b>
Current Session End Date:	<b>08/01/2008</b>
Next Session Start Date:	<b>09/01/2008</b>
School Requires English	

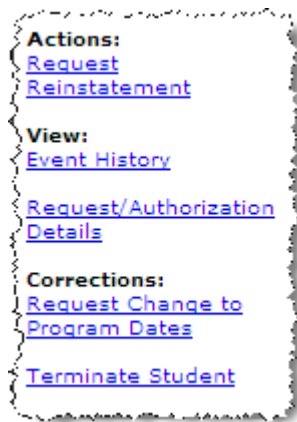
Return to Initial  
Status Correction  
Request  
submitted.

Status:	<b>INITIAL</b>
Termination Reason:	
Visa Type:	<b>F-1</b>
School Name:	<b>Release 5.8 Training</b>
School Code:	<b>WAS214F12321000</b>
Campus Name:	<b>DC Campus</b>
I-20 Issue Reason:	<b>INITIAL</b>
Education Level:	<b>MASTER'S</b>
Major:	<b>Human Developme Studies, General</b>
Secondary Major:	<b>None</b>
Minor:	<b>None</b>
Program Start Date:	<b>04/01/2008</b>
Program End Date:	<b>04/01/2012</b>
Normal Length of Study:	<b>48</b>
Current Session End Date:	
Next Session Start Date:	
School Requires English	

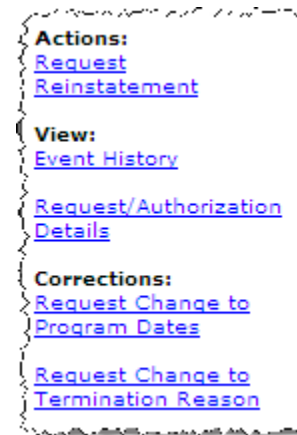


# Request Change to Student Status Correction

The transfer-in school will no longer have the option to submit a Request Change to Student Status Correction Request when a student record is transferred in Completed or Terminated status.



Menu Options available to the transfer-in school PDSO/DSO for a Completed status student record.



Menu Options available to the transfer-in school PDSO/DSO for a Terminated status student record.





# Termination Reason Drop-Down List

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The Termination Reason drop-down list on the both the Request Change to Student Status page and the Request Change to Termination Reason page will be corrected to match the drop-down list on the Terminate Student page.

## F-1 student Termination Reasons

ABSENT FROM COUNTRY FOR FIVE MONTHS  
AUTHORIZED DROP BELOW FULL COURSE TIME EXCEEDED  
AUTHORIZED EARLY WITHDRAWAL  
CHANGE OF STATUS APPROVED  
CHANGE OF STATUS DENIED  
CHANGE OF STATUS WITHDRAWN  
DEATH  
EXPULSION  
FAILURE TO ENROLL  
NO SHOW - MANUAL TERMINATION  
OTHERWISE FAILING TO MAINTAIN STATUS  
SCHOOL WITHDRAWN  
SUSPENSION  
TRANSFER STUDENT NO SHOW  
UNAUTHORIZED DROP BELOW FULL COURSE  
UNAUTHORIZED EMPLOYMENT  
UNAUTHORIZED WITHDRAWAL  
VIOLATION OF CHANGE OF STATUS REQUIREMENTS

## M-1 student Termination Reasons

ABSENT FROM COUNTRY FOR FIVE MONTHS  
AUTHORIZED DROP BELOW FULL COURSE TIME EXCEEDED  
AUTHORIZED EARLY WITHDRAWAL  
CHANGE OF STATUS APPROVED  
CHANGE OF STATUS DENIED  
CHANGE OF STATUS WITHDRAWN  
DEATH  
DENIED TRANSFER  
EXPULSION  
EXTENSION DENIED  
FAILURE TO ENROLL  
NO SHOW - MANUAL TERMINATION  
OTHERWISE FAILING TO MAINTAIN STATUS  
SCHOOL WITHDRAWN  
SUSPENSION  
TRANSFER STUDENT NO SHOW  
TRANSFER WITHDRAWN  
UNAUTHORIZED DROP BELOW FULL COURSE  
UNAUTHORIZED EMPLOYMENT  
UNAUTHORIZED WITHDRAWAL  
VIOLATION OF CHANGE OF STATUS REQUIREMENTS



# Questions?



**SEVIS Release 5.8 F/M School User Training**