United States Department of State

U.S. Immigration and Customs Enforcement

SEVIS Real-Time Interface

Release 5.1 & Release 5.2 Training

December 2005

Release 5.1 Enhancements

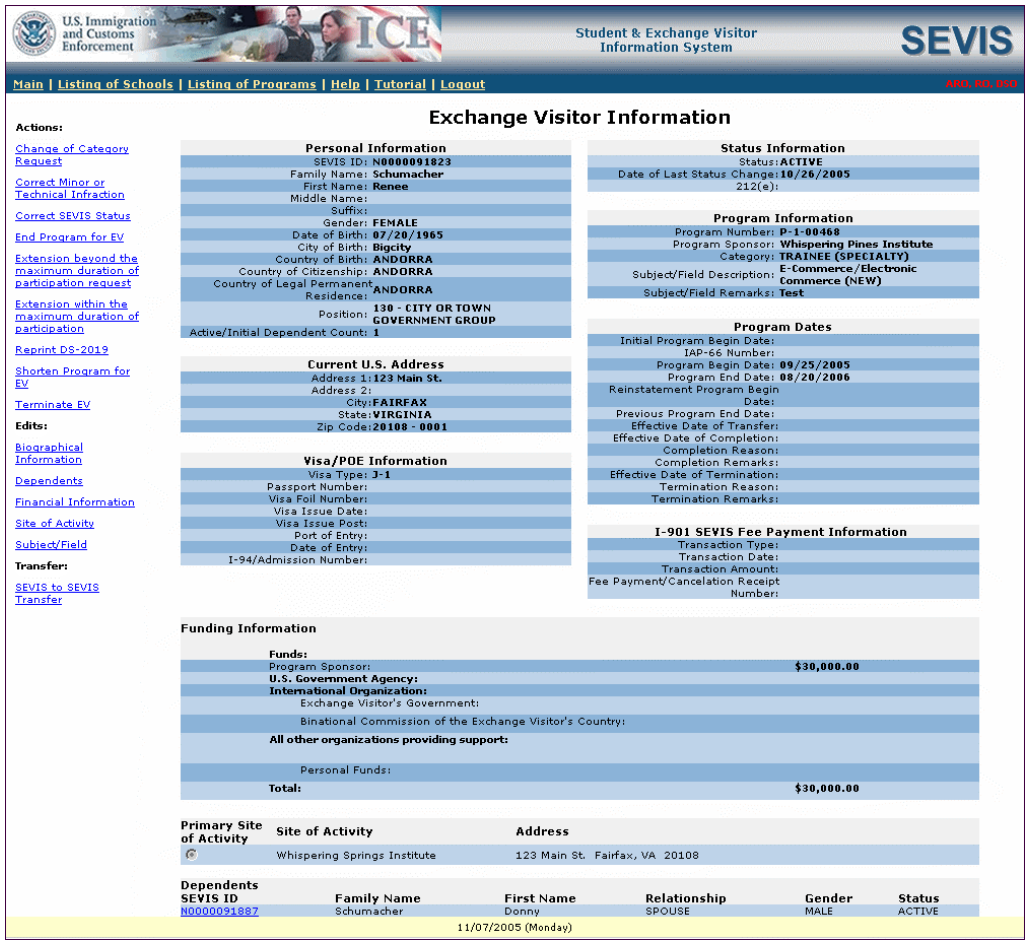
J Program Sponsor Users

New Functionality in Release 5.1 for J Program Sponsor Users

The major functionalities added to SEVIS for Exchange Visitor Program sponsor users include:

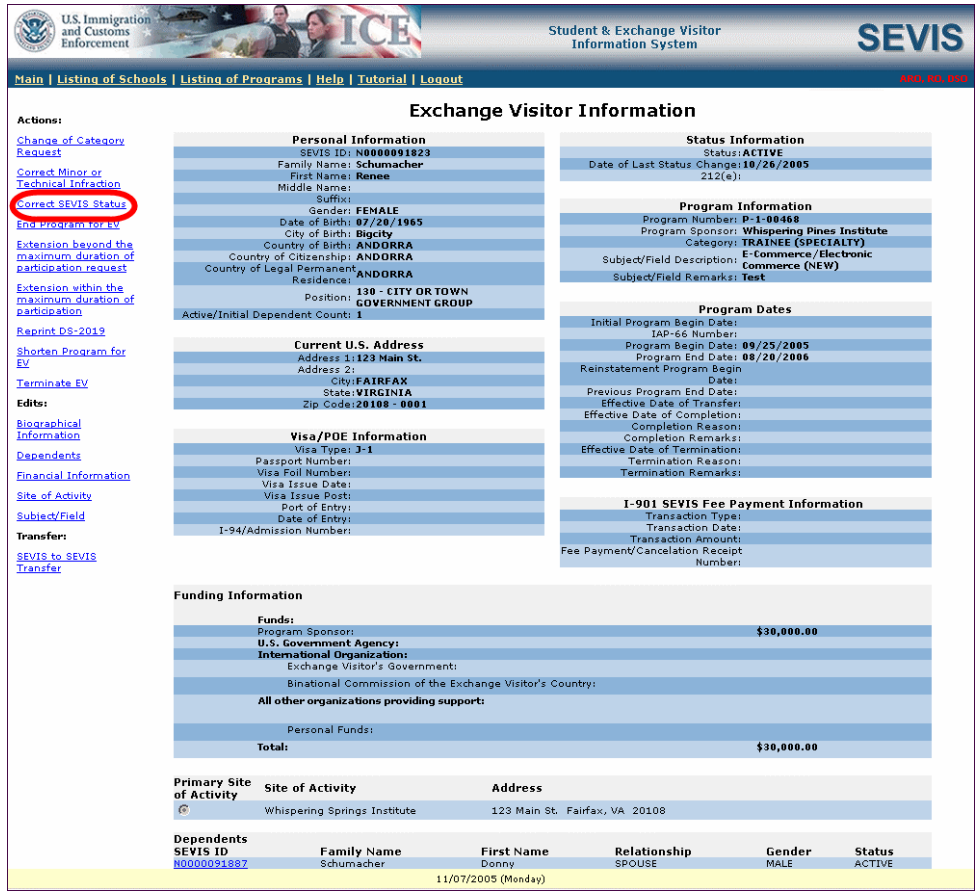
- 30-Day Correction Period for SEVIS Status (J-1)
- 30-Day Correction Period for SEVIS Status for Dependent (J-2)
- Reinstatement – Update SEVIS Status request (J-1)
- Reinstatement – Update SEVIS Status for Dependent (J-2)

The Responsible Officer (RO) or Alternate Responsible Officer (ARO) will be able to perform these functions using options on the *Exchange Visitor Information* or the *Dependent Information* screen.



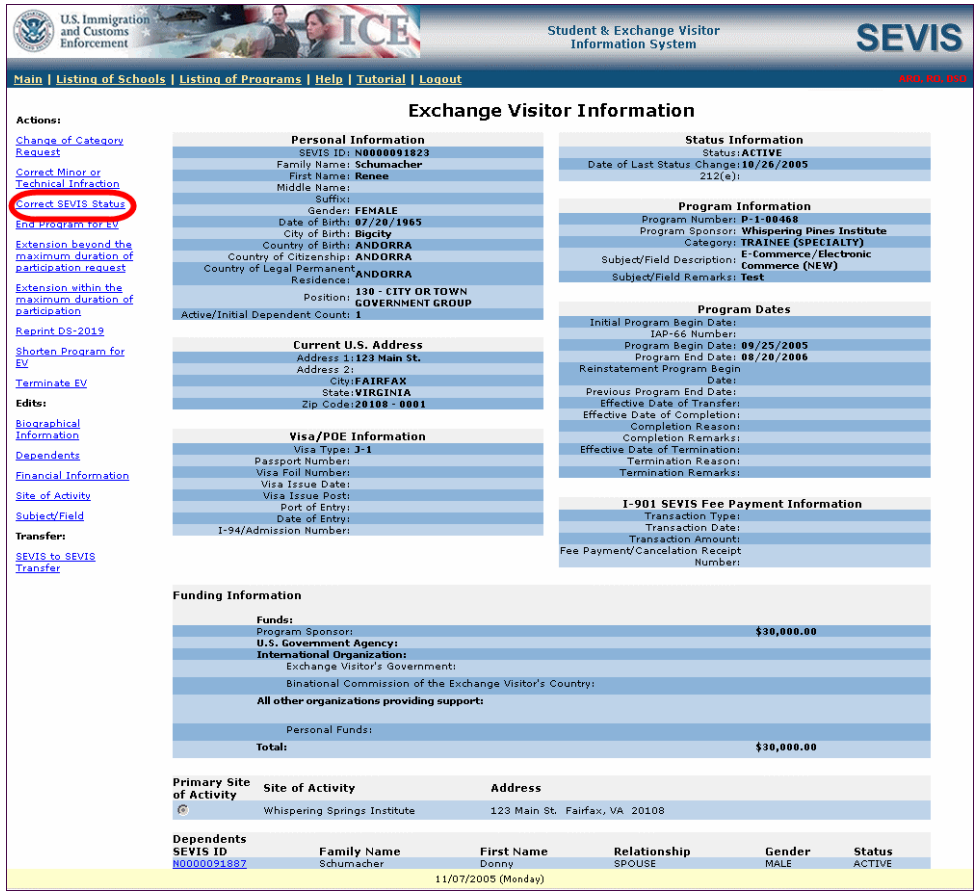
30-Day Correction Period for SEVIS Status

- **The RO/ARO will be able to change the status of exchange visitor (J-1) and dependent (J-2) records from:**
  - **Active to Initial**
  - **Invalid to Initial**
  - **Invalid to Active**
  - **No Show to Active**



30-Day Correction Period for SEVIS Status

- The new option will be “Correct SEVIS Status.“
- The exchange visitor’s SEVIS status will change immediately when this option is used.
- If a dependent’s SEVIS status initially changed to Active, Invalid, or No Show at the same time as the exchange visitor’s status, the dependent’s status will change to the same status as the exchange visitor when the Correct SEVIS Status option is used.



30-Day Correction Period for SEVIS Status

To begin the correction process, the RO/ARO must agree to maintain the documentation justifying the change. This information must be maintained for a period not less than three years (refer to 22 CFR 62.62.10(h)) and be provided to the Department of State (DoS) or the Department of Homeland Security (DHS) upon request.

30-Day Correction Period for SEVIS Status

The fields that must be completed will be specific to the type of change that is being made.

To complete the correction process, the RO/ARO must:

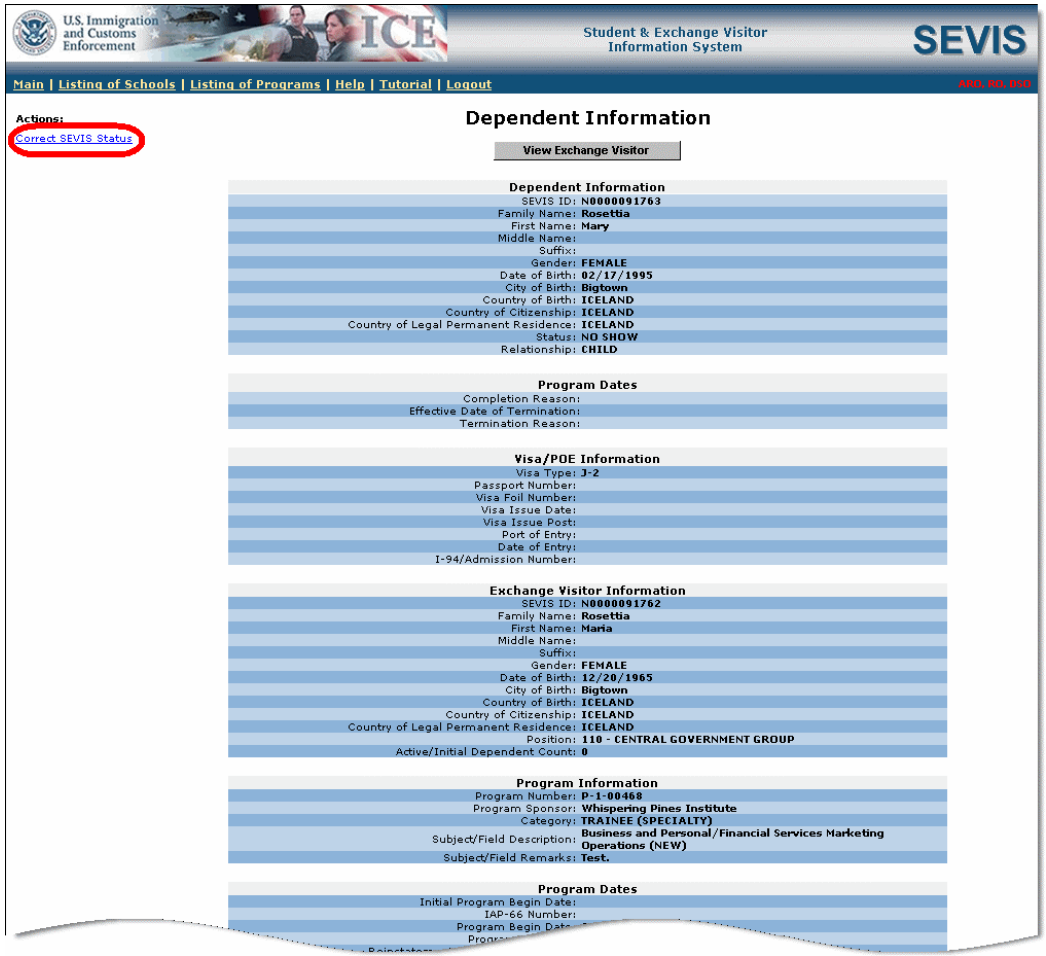
1. **Complete the Change Status To field. If the exchange visitor is in:**
   - **Active status, the only option will be Initial**
   - **No Show status, the only option will be Active**
   - **Invalid status, the options will be Initial and Active**

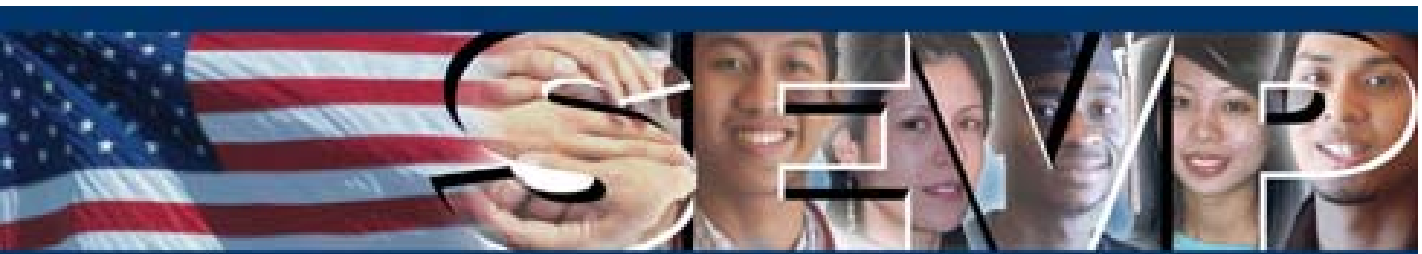
30-Day Correction Period for SEVIS Status

2. Complete the Program End Date field. (The DoS Maximum and Minimum Duration of Participation rules apply.)
3. Review and update the current U.S. address that displays, if necessary.
4. Enter an explanation for the correction in the Remarks field.
5. Click the Correct SEVIS Status button. The change in the status of the SEVIS record will occur immediately.

J 30-Day Correction Period for SEVIS Status for Dependent

- **The Correct SEVIS Status option can be used to change the status of the dependent's (J-2) SEVIS record to reflect the same status as the exchange visitor's (J-1) if the dependent's status meets these three criteria:**
  - **Is currently Invalid, No Show, or Terminated**
  - **Changed to Invalid, No Show, or Terminated within the past 30 days**
  - **Does not match the status of the exchange visitor**





30-Day Correction Period for SEVIS Status for Dependent

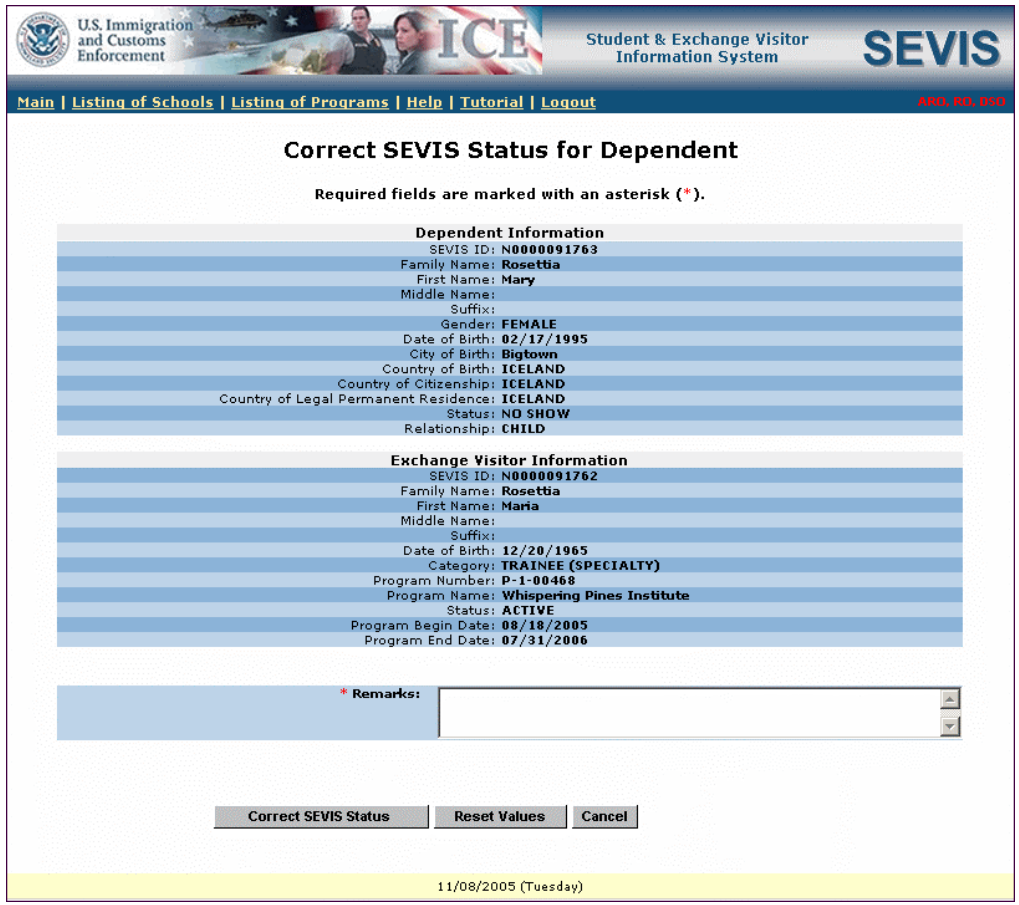
To begin the correction process, the RO/ARO must agree to maintain the documentation justifying the change. This information must be maintained for a period not less than three years (refer to 22 CFR 62.62.10(h)) and be provided to the Department of State (DoS) or the Department of Homeland Security (DHS) upon request.

30-Day Correction Period for SEVIS Status for Dependent

To complete the correction process, the RO/ARO must:

1. **Enter an explanation for the change of status of the SEVIS record in the Remarks field.**
2. **Click the Correct SEVIS Status button.**

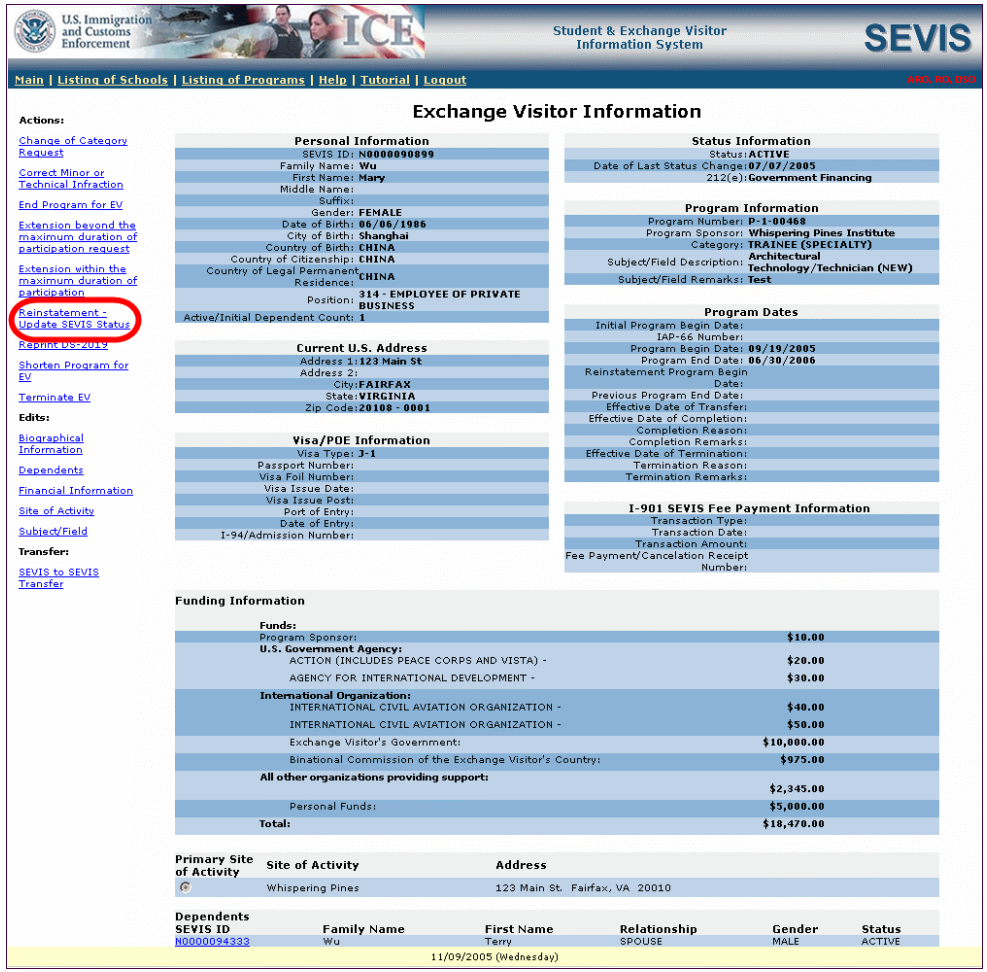
   The change in the status of the SEVIS record will occur immediately.



Reinstatement – Update SEVIS Status Request

A Reinstatement - Update SEVIS Status request may be submitted to DoS to change an exchange visitor's SEVIS status from:

- Active to Initial
- Invalid to Initial
- Invalid to Active
- No Show to Active
- Terminated to Active



Reinstatement – Update SEVIS Status Request

- The request for consideration for a change of an EV's SEVIS status and the status of associated dependents may be submitted to DoS when:
  - More than 30 days and less than 271 days have passed since the SEVIS status of the exchange visitor changed to Active, Invalid, or No Show.
  - The exchange visitor's status changed to Terminated. The option to submit a request for Reinstatement-Update SEVIS Status to the Department of State will be available for up to 270 days following the status change to Terminated.

- If the exchange visitor's and dependent's SEVIS statuses initially changed at the same time, the dependent's status will also change to the same status as the exchange visitor if the request is approved.

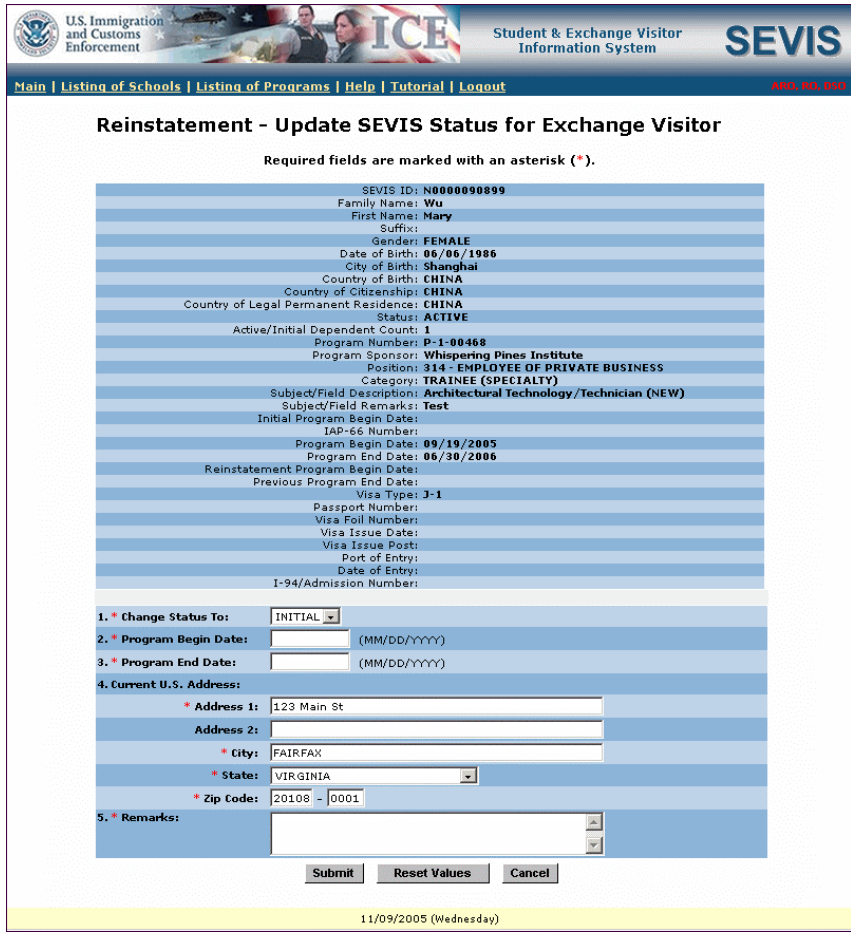
NOTE: A review of the Reinstatement – Update SEVIS Status request cannot be undertaken without a non-refundable fee of $198.00 and supporting documentation, which are required for the EV.

Reinstatement – Update SEVIS Status Request

To submit the Reinstatement – Update SEVIS Status request, the RO/ARO must:

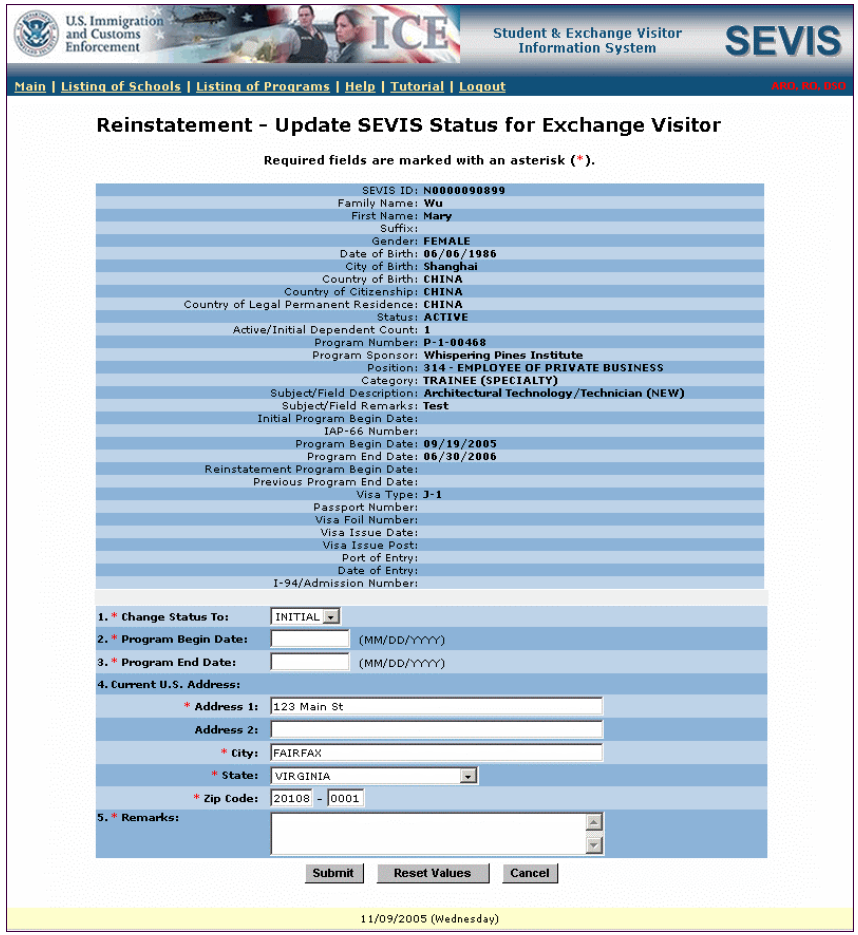
1. **Complete the Program Begin Date field. The program begin date must follow these guidelines:**
   - **Active to Initial—Must be current or future date**
   - **Invalid to Initial status—Must be current or future date**
   - **Invalid to Active status—Must be the current date or a date in the past**
   - **No Show to Active—Must be the current date or a date in the past**

NOTE: The Program Begin Date field is not available when requesting to change the SEVIS status from Terminated to Active.

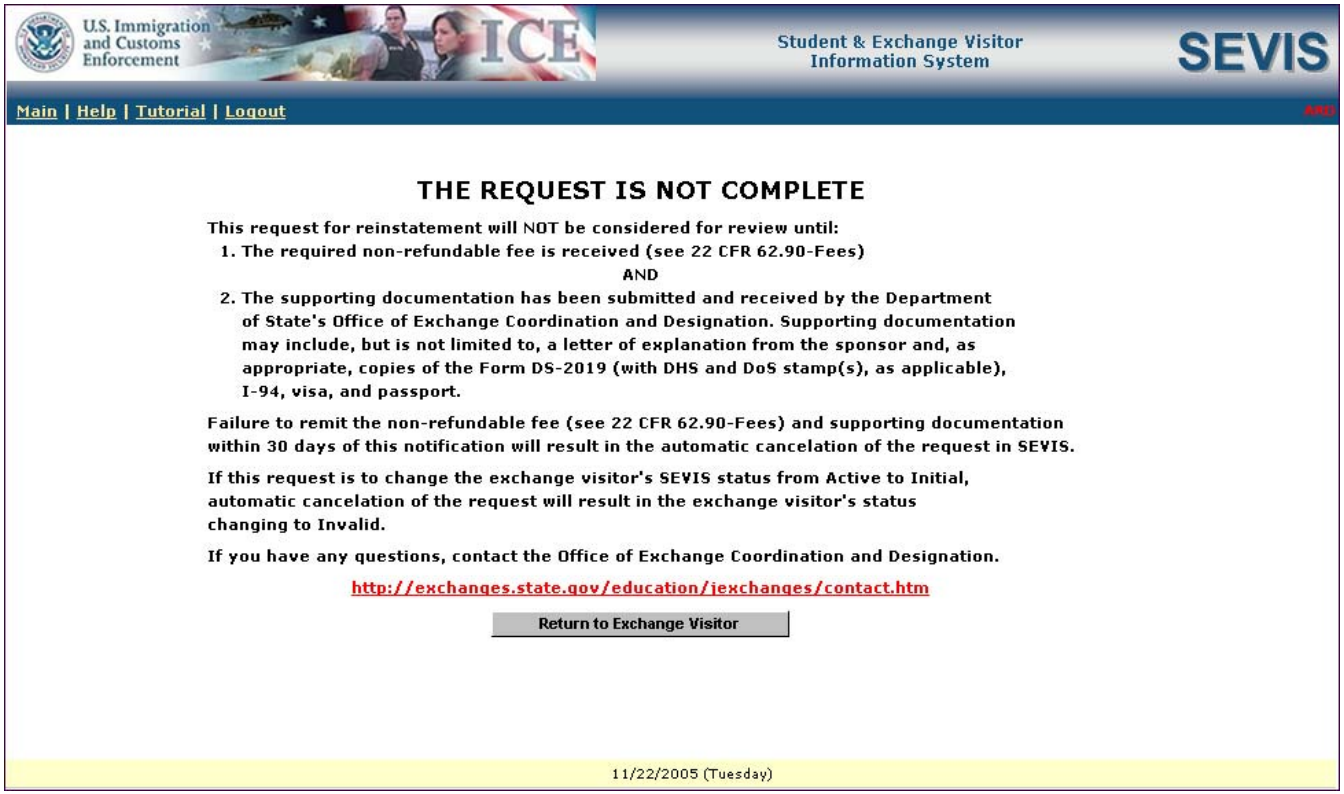


Reinstatement – Update SEVIS Status Request

2. Complete the Program End Date field. (The DoS Maximum and Minimum Duration of Participation Rules apply when entering the Program End Date.)
3. Review and update the EV's current U.S. address, if necessary.
4. Enter an explanation for the request in the Remarks field.
5. Click the Submit button.
6. Mail the reinstatement fee and supporting documentation to DoS.



Reinstatement – Update SEVIS Status Request

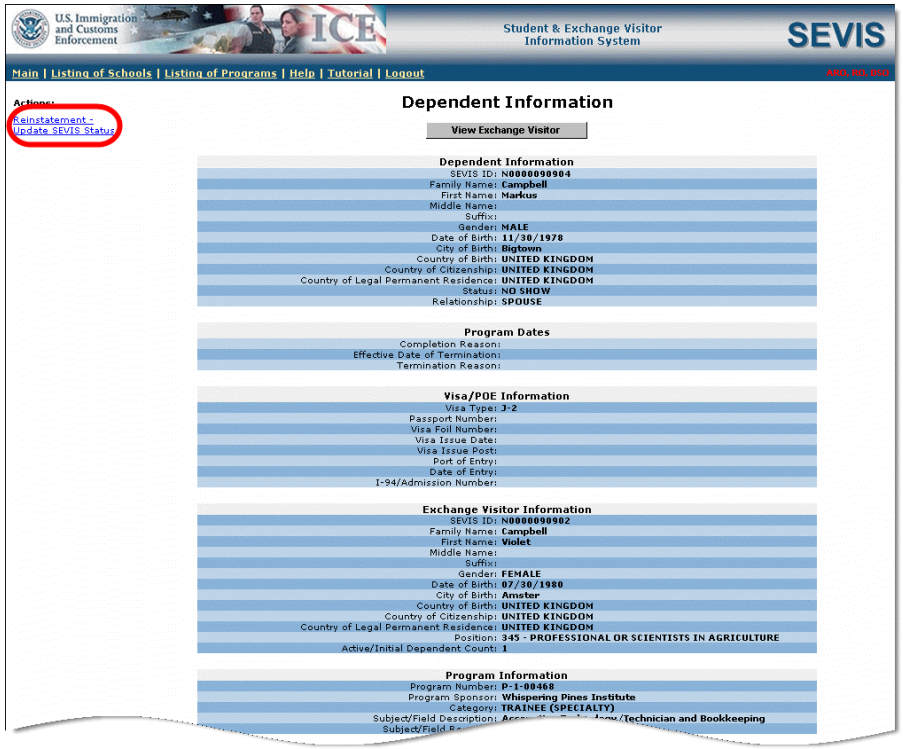


DoS cannot begin to process the request until the fee and supporting documentation have been received.

Reinstatement – Update SEVIS Status for Dependent

The Reinstatement – Update SEVIS Status option will be available to change the dependent's status to the same status as the EV if the dependent's status meets these three criteria:

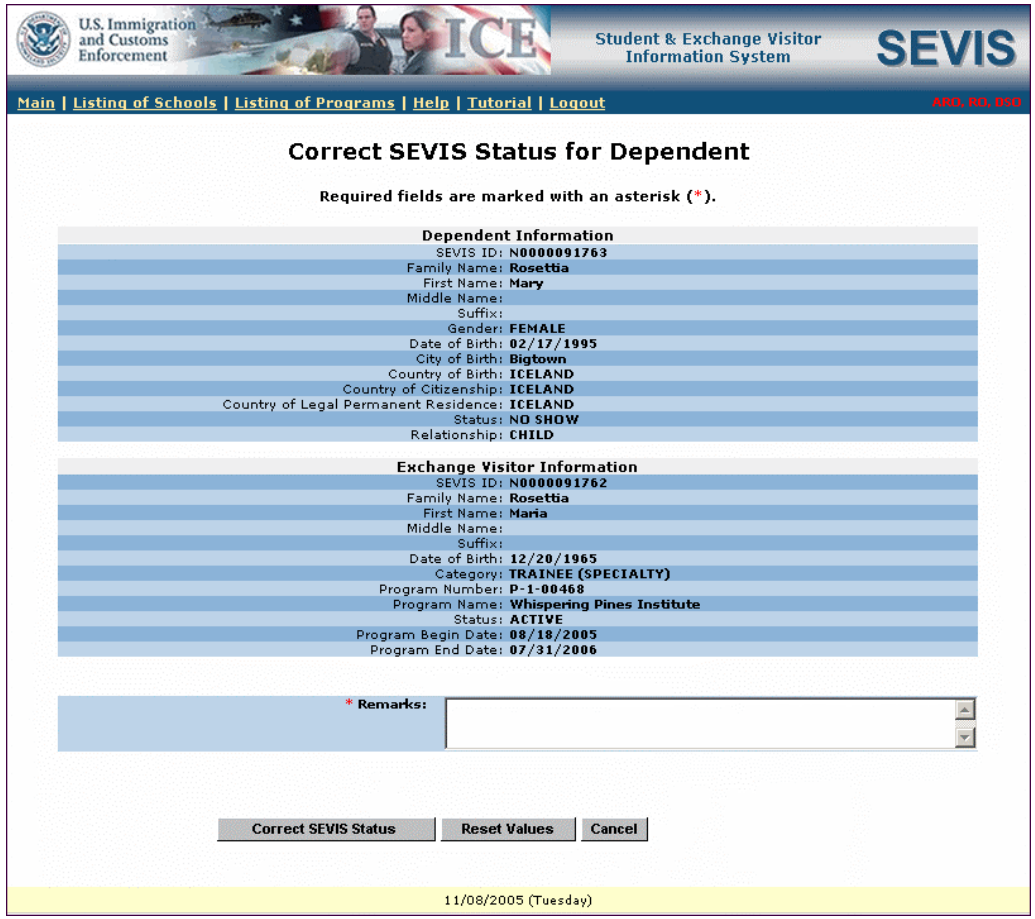
- **The dependent's status is Invalid, No Show, or Terminated.**
- **The dependent's status does not match the status of the EV.**
- **It is more than 30 days but less than 270 days since the status changed.**



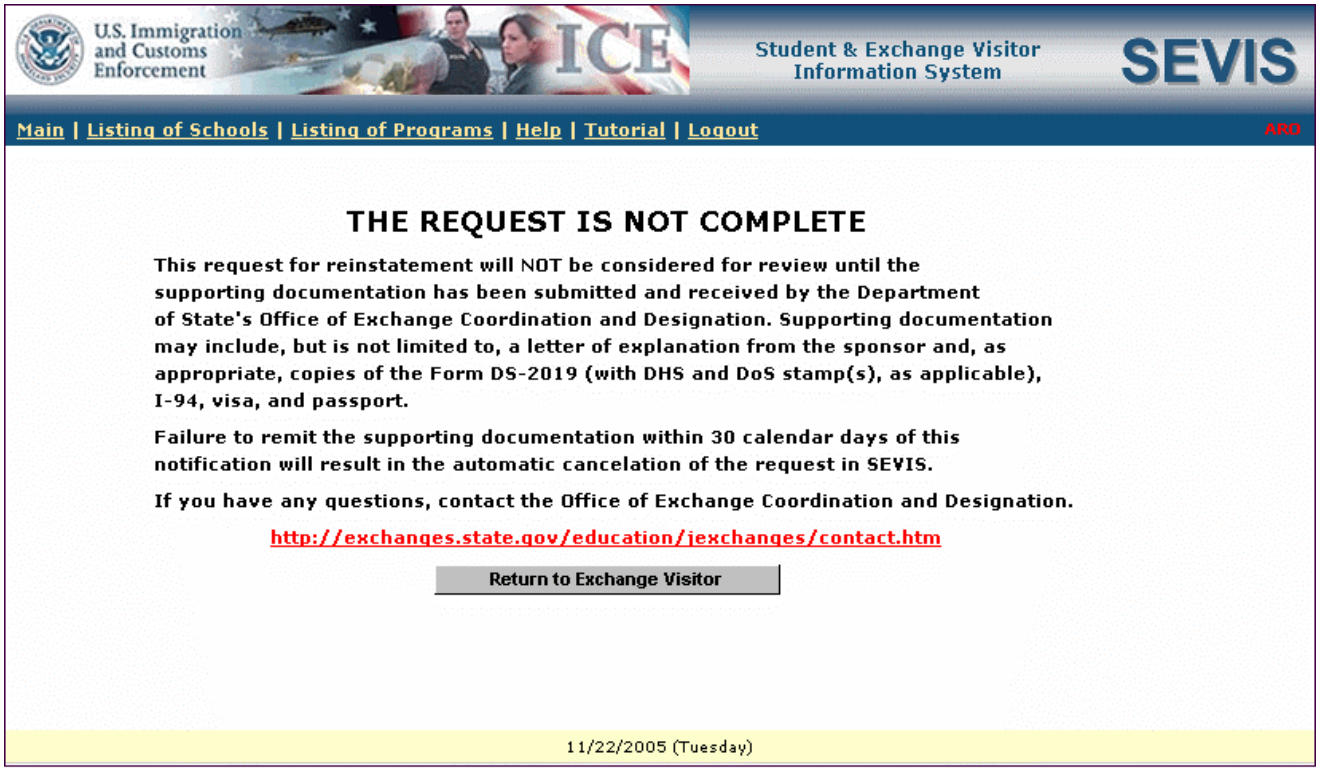
Reinstatement – Update SEVIS Status Request for Dependent

To submit the Reinstatement – Update SEVIS Status request for a dependent, the RO/ARO must:

1. **Enter an explanation for the request.**
2. **Click the Correct SEVIS Status button.**
3. **Mail the supporting documentation to DoS. The review process will not begin until DoS receives the supporting documentation.**



Reinstatement – Update SEVIS Status Request for Dependent



DoS cannot begin to process the request until the supporting documentation have been received.

Additional Enhancements for Program Sponsor Users

Additional enhancements to SEVIS for Exchange Visitor Program sponsor users include:

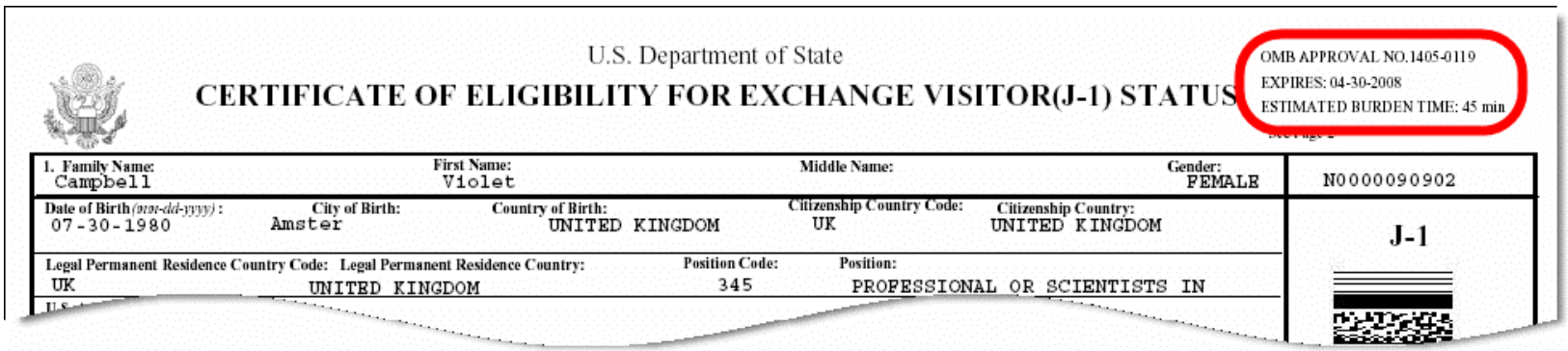
- **Change to the Correct Minor and Technical Infraction process**
- **Updated expiration date on the Form DS-2019**
- **Display of the 212(e) indicator on certain Forms DS-2019**
- **Correction to reinstatement request process**
- **Correction to the allotment of Forms DS-2019 when an EV transfers**
- **Corrections to the annual report**

Additional Enhancements for Program Sponsor Users

- **Correct Minor and Technical Infraction for an Exchange Visitor in Active Status**
  - **The RO/ARO will not be able to change the program end date when performing a Correct Minor or Technical Infraction for an exchange visitor in Active status. If the exchange visitor's program must be extended, the RO/ARO must submit a routine extension or an extension beyond maximum duration of participation request to the Department of State, as appropriate.**

Additional Enhancements for Program Sponsor Users

- **Expiration Date on the Form DS-2019**
  - **The expiration date on the Form DS-2019 is being updated to reflect the new expiration date of 4-30-2008.**



U.S. Department of State

CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR(J-1) STATUS

OMB APPROVAL NO. 1405-0119
EXPIRES: 04-30-2008
ESTIMATED BURDEN TIME: 45 min

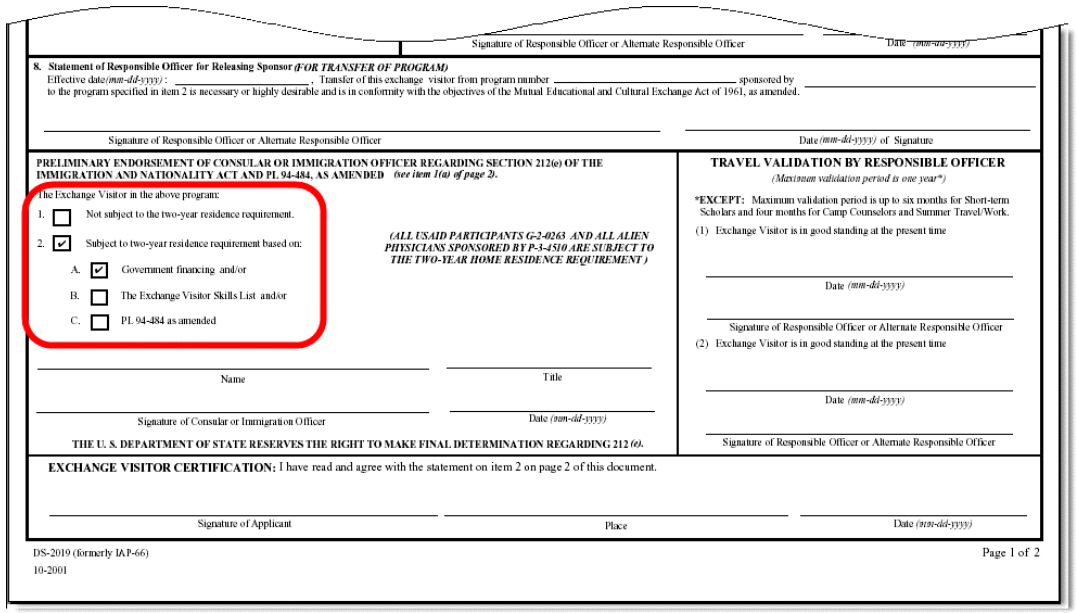
1. Family Name:	First Name:	Middle Name:	Gender:	
Campbell	Violet		FEMALE	N0000090902

Date of Birth (mm-dd-yyyy):	City of Birth:	Country of Birth:	Citizenship Country Code:	Citizenship Country:	
07-30-1980	Amster	UNITED KINGDOM	UK	UNITED KINGDOM	J-1

Legal Permanent Residence Country Code:	Legal Permanent Residence Country:	Position Code:	Position:
UK	UNITED KINGDOM	345	PROFESSIONAL OR SCIENTISTS IN

Additional Enhancements for Program Sponsor Users

- **212(e) Indicator on the Form DS-2019**
  - **When an exchange visitor receives funding from either the U.S. Government or the exchange visitor's government, the 212(e) indicator on the Form DS-2019 will be marked. If the program serial is G-1, G-2, or G-3 and the exchange visitor will receive funding from the current sponsor, the exchange visitor is also subject to 212(e). Once the 212(e) indicator is set, it will not be removed by SEVIS.**



Signature of Responsible Officer or Alternate Responsible Officer — Date *(mm-dd-yyyy)*

8. Statement of Responsible Officer for Releasing Sponsor ***(FOR TRANSFER OF PROGRAM)***

Effective date*(mm-dd-yyyy)*: _____. Transfer of this exchange visitor from program number _____ sponsored by _____ to the program specified in item 2 is necessary or highly desirable and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1961, as amended.

Signature of Responsible Officer or Alternate Responsible Officer — Date *(mm-dd-yyyy)* of Signature

PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED ***(see item 1(a) of page 2).***

The Exchange Visitor in the above program:

1. ☐ Not subject to the two-year residence requirement.
2. ☑ Subject to two-year residence requirement based on:
   - A. ☑ Government financing and/or
   - B. ☐ The Exchange Visitor Skills List and/or
   - C. ☐ PL 94-484 as amended

(ALL USAID PARTICIPANTS G-2-0263 AND ALL ALIEN PHYSICIANS SPONSORED BY P-3-4510 ARE SUBJECT TO THE TWO-YEAR HOME RESIDENCE REQUIREMENT)

Name — Title

Signature of Consular or Immigration Officer — Date *(mm-dd-yyyy)*

THE U. S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212 (e).

TRAVEL VALIDATION BY RESPONSIBLE OFFICER

(Maximum validation period is one year)*

***EXCEPT:** Maximum validation period is up to six months for Short-term Scholars and four months for Camp Counselors and Summer Travel/Work.

(1) Exchange Visitor is in good standing at the present time

Date *(mm-dd-yyyy)*

Signature of Responsible Officer or Alternate Responsible Officer

(2) Exchange Visitor is in good standing at the present time

Date *(mm-dd-yyyy)*

Signature of Responsible Officer or Alternate Responsible Officer

EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement on item 2 on page 2 of this document.

Signature of Applicant — Place — Date *(mm-dd-yyyy)*

DS-2019 (formerly IAP-66)
10-2001

Page 1 of 2

Additional Enhancements for Exchange Visitor Program Users

- **Reinstatement Request**
  - **When DoS approves a reinstatement request for an exchange visitor, the SEVIS status of the dependents will change to the status of the exchange visitor.**
- **Form Allotment**
  - **When an exchange visitor transfers, the Form allotment for the transfer-in sponsor will not decrease.**
- **Annual Report**
  - **The annual report is being corrected to reflect the program's activity.**

Updates to Online Help and User Manuals for J Program Sponsor Users

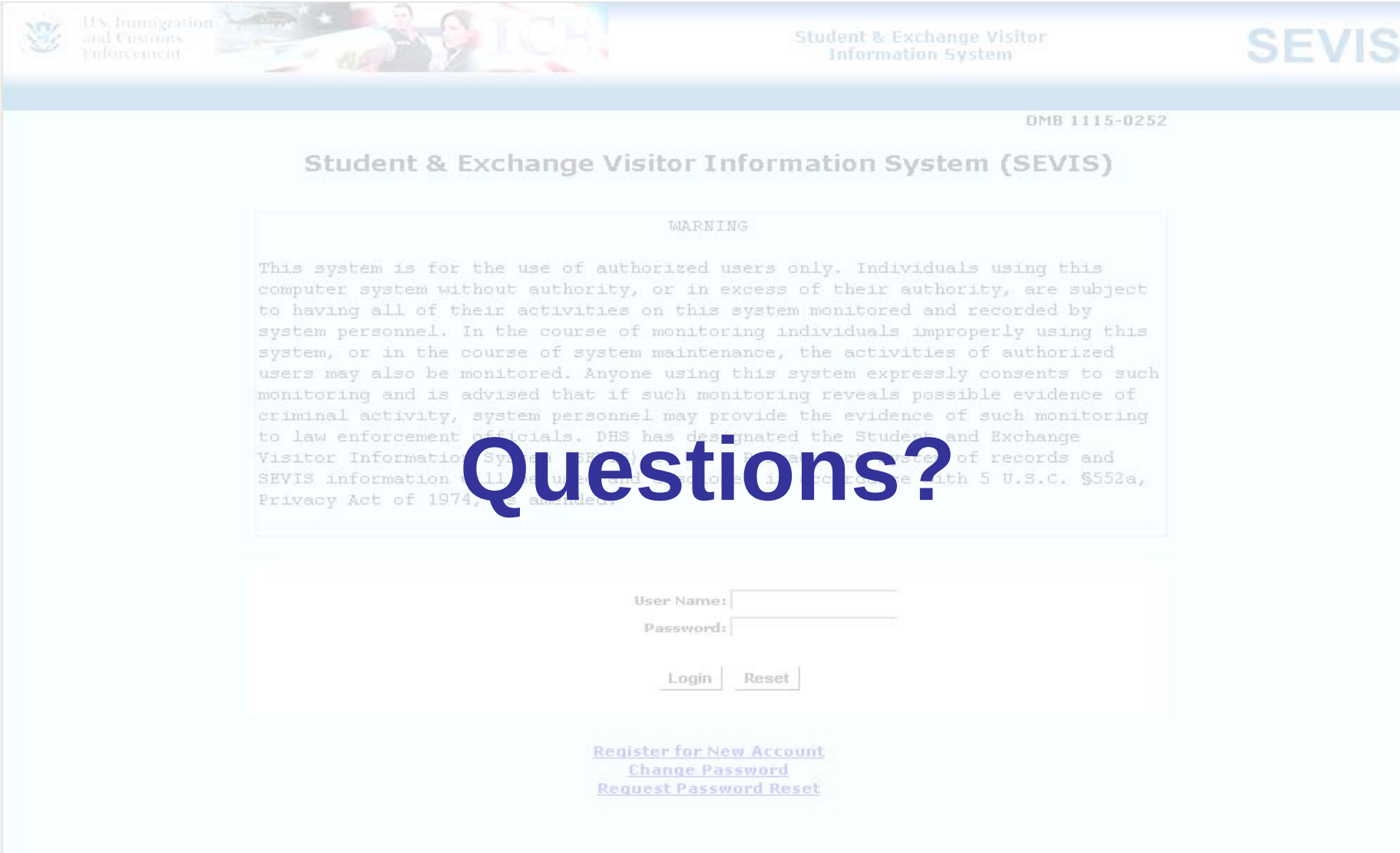
Online Help will be updated to reflect all changes. Updated user manuals will be posted to the SEVIS section of the Department of State (DoS) website:

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

The referenced sections will be updated to reflect the changes:

- **Volume I Forms DS-3036 and DS-3037**
  - **Section 2.1, Complete the Designation Application (Form DS-3036)**

- **Volume II Form DS-2019**
  - **Section 2.10, SEVIS Correction Processes**
    - ✓ **Section 2.10.1, 30-Day Correction Period for SEVIS Status**
    - ✓ **Section 2.10.2, 30-Day Correction Period for SEVIS Status for Dependent**
    - ✓ **Section 2.10.3, Reinstatement – Update SEVIS Status Request**
    - ✓ **Section 2.10.4, Reinstatement – Update SEVIS Status Request for Dependent**


U.S. Immigration and Customs Enforcement
Student & Exchange Visitor Information System
SEVIS
OMB 1115-0252
Student & Exchange Visitor Information System (SEVIS)
WARNING
This system is for the use of authorized users only. Individuals using this computer system without authority, or in excess of their authority, are subject to having all of their activities on this system monitored and recorded by system personnel. In the course of monitoring individuals improperly using this system, or in the course of system maintenance, the activities of authorized users may also be monitored. Anyone using this system expressly consents to such monitoring and is advised that if such monitoring reveals possible evidence of criminal activity, system personnel may provide the evidence of such monitoring to law enforcement officials. DHS has designated the Student and Exchange Visitor Information System (SEVIS) as a Privacy Act system of records and SEVIS information will be used and disclosed in accordance with 5 U.S.C. §552a, Privacy Act of 1974, as amended.
User Name:
Password:
Login
Reset
Register for New Account
Change Password
Request Password Reset

Questions?

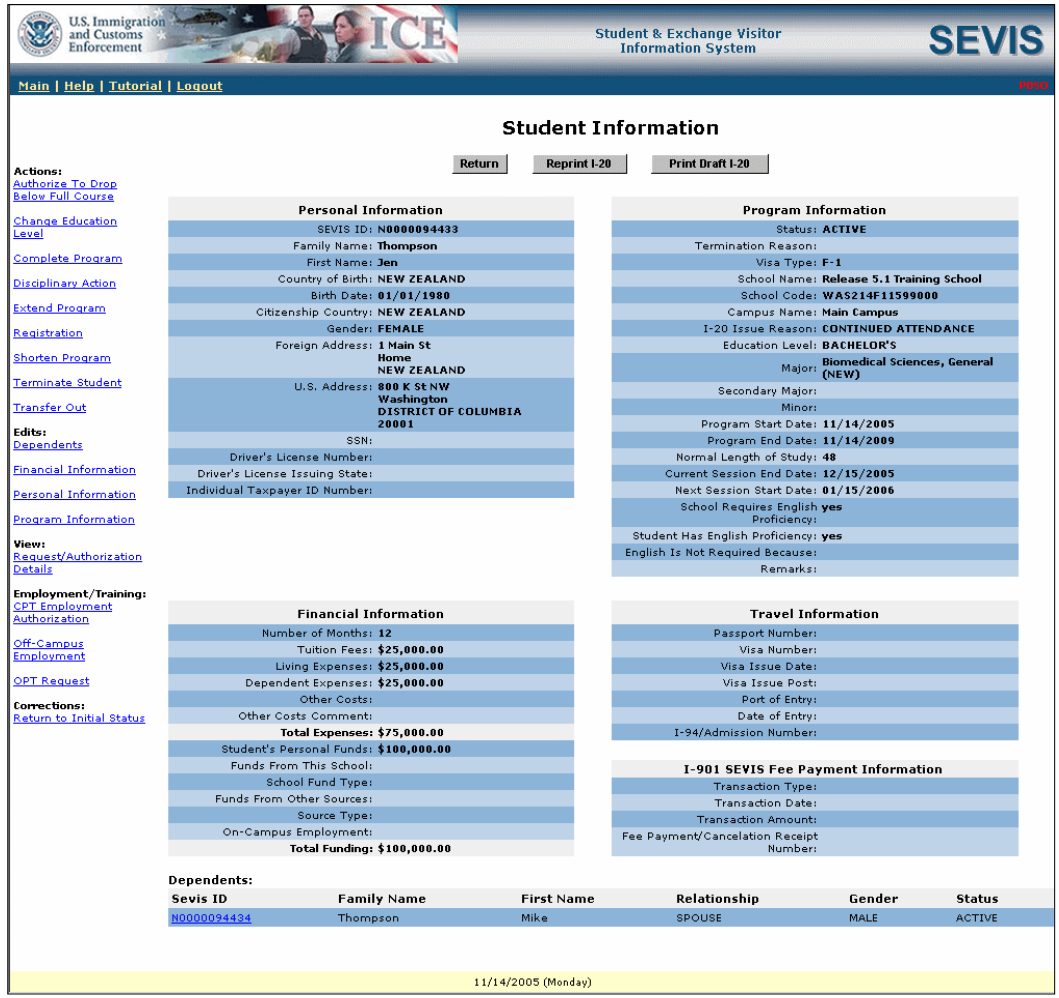
SEVIS

Release 5.2 Enhancements

Enhancements for Release 5.2

The changes to SEVIS that will be implemented for release 5.2 include:

- **INS will be changed to DHS**
- **Get Adobe Reader link will be added to SEVIS screens**
- **Password requirements will be changed**



Enhancements for Release 5.2

- All references to INS will be changed to DHS on SEVIS screens and email messages.
- The Get Adobe Reader link will be added to SEVIS screens.

Location of the link

Enhancements for Release 5.2

With Release 5.2, when a new user creates a password or an existing user changes his/her SEVIS password, it must meet the following requirements:

- **Passwords must be 8 to 16 characters in length**
- **Passwords must contain at least:**
  - **One alphabetic character**
  - **One numeric character**
  - **One of the following special characters: @, #, $**
- **Passwords must contain a non-numeric in the first and last positions**
- **Passwords may not contain two consecutive identical characters**
- **When changing a password, the new password must not contain more than three consecutive characters from the previous password.**
- **Passwords may not be the same as, or contain, the user ID.**
- **Passwords are case sensitive. When you create a password using a mix of uppercase and lowercase letters, it must always be entered that way.**

U.S. Immigration and Customs Enforcement

Student & Exchange Visitor Information System

SEVIS

OMB 1115-0252

Student & Exchange Visitor Information System (SEVIS)

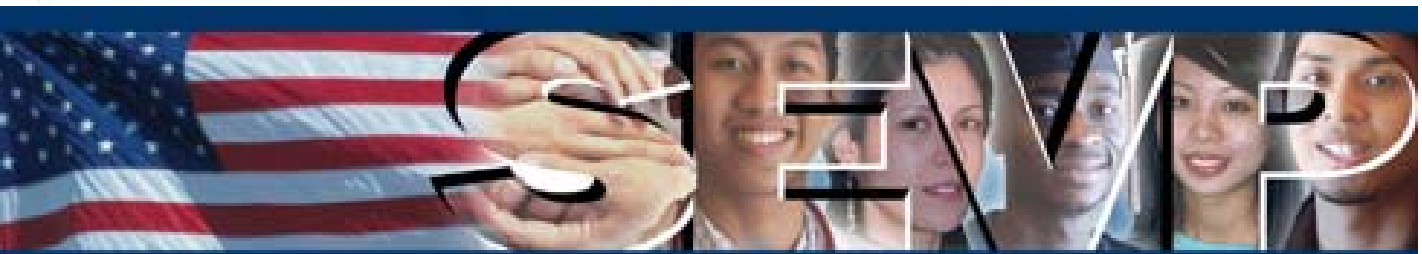
WARNING

This system is for the use of authorized users only. Individuals using this computer system without authority, or in excess of their authority, are subject to having all of their activities on this system monitored and recorded by system personnel. In the course of monitoring individuals improperly using this system, or in the course of system maintenance, the activities of authorized users may also be monitored. Anyone using this system expressly consents to such monitoring and is advised that if such monitoring reveals possible evidence of criminal activity, system personnel may provide the evidence of such monitoring to law enforcement officials. DHS has designated the Student and Exchange Visitor Information System (SEVIS) to be a Privacy Act system of records and SEVIS information will be used and disclosed in accordance with 5 U.S.C. §552a, Privacy Act of 1974, as amended.

Questions?

User Name:

Password:

Login Reset

Register for New Account
Change Password
Request Password Reset