



**United States Department of State**

*Washington, D.C. 20520*

**Student and Exchange Visitor Information System  
(SEVIS)**

**SEVIS Release 5.1—Changes for J Program Sponsors**

**Office of Exchange Coordination and Designation  
Bureau of Educational and Cultural Affairs  
U.S. Department of State  
301 4th Street, S.W., Room 734  
Washington, D.C. 20547**

## **Introduction**

This document provides a summary of the changes that will be implemented for the Exchange Visitor Program sponsors in release 5.1 of the SEVIS application. These changes are currently scheduled to go into production in the fourth quarter of 2005.

Program Sponsor users will be able to make corrections and request corrections to the SEVIS status of exchange visitors (EVs) and dependents when they are in the following statuses:

- Active
- Invalid
- No Show
- Terminated

The status change for the EV and/or dependent must have occurred within specific timeframes, which are briefly addressed in this document. The specific guidelines for making and submitting the requests is addressed in detail in the *User Manual for the Exchange Visitor Program Sponsor Users (RO/ARO) of SEVIS: Volume II Form DS-2019*.

## Correct SEVIS Status for Exchange Visitor

The RO/ARO may use the **Correct SEVIS Status** link on the *Exchange Visitor Information* screen to make the status changes listed below. Using this option, the change will take affect immediately.

If the EV's SEVIS status changed within the last 30 days, an RO/ARO may change the EV's status from:

- Active to Initial status
- Invalid to Initial status
- Invalid to Active status
- No Show to Active status

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

Main | Listing of Schools | **New Link** | Logout | fqt1-app1 | ARO, RL, ORO

### Exchange Visitor Information

**Actions:**

- [Change of Category Request](#)
- [Correct Minor or Technical Infraction](#)
- [Correct SEVIS Status](#)**
- [End Program for EV](#)
- [Extension beyond the maximum duration of participation request](#)
- [Extension within the maximum duration of participation](#)
- [Reprint DS-2019](#)
- [Shorten Program for EV](#)
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**Edits:**

- [Biographical Information](#)
- [Dependents](#)
- [Financial Information](#)
- [Site of Activity](#)
- [Subject/Field](#)

**Transfer:**

- [SEVIS to SEVIS Transfer](#)

**Personal Information**

SEVIS ID: **N0000091823**  
 Family Name: **Schumacher**  
 First Name: **Renee**  
 Middle Name:  
 Suffix:  
 Gender: **FEMALE**  
 Date of Birth: **07/20/1965**  
 City of Birth: **Bigcity**  
 Country of Birth: **ANDORRA**  
 Country of Citizenship: **ANDORRA**  
 Country of Legal Permanent Residence: **ANDORRA**  
 Position: **130 - CITY OR TOWN GOVERNMENT GROUP**  
 Active/Initial Dependent Count: **1**

**Current U.S. Address**

Address 1: **123 Main St.**  
 Address 2:  
 City: **FAIRFAX**  
 State: **VIRGINIA**  
 Zip Code: **20108 - 0001**

**Visa/POE Information**

Visa Type: **J-1**  
 Passport Number:  
 Visa Foil Number:  
 Visa Issue Date:  
 Visa Issue Post:  
 Port of Entry:  
 Date of Entry:  
 I-94/Admission Number:

**Status Information**

Status: **ACTIVE**  
 Date of Last Status Change: **10/26/2005 212(e):**

**Program Information**

Program Number: **P-1-00468**  
 Program Sponsor: **Whispering Pines Institute**  
 Category: **TRAINEE (SPECIALTY)**  
 Subject/Field Description: **E-Commerce/Electronic Commerce (NEW)**  
 Subject/Field Remarks: **Test**

**Program Dates**

Initial Program Begin Date:  
 IAP-66 Number:  
 Program Begin Date: **09/25/2005**  
 Program End Date: **08/20/2006**  
 Reinstatement Program Begin Date:  
 Previous Program End Date:  
 Effective Date of Transfer:  
 Effective Date of Completion:  
 Completion Reason:  
 Completion Remarks:  
 Effective Date of Termination:  
 Termination Reason:  
 Termination Remarks:

**I-901 SEVIS Fee Payment Information**

Transaction Type:  
 Transaction Date:  
 Transaction Amount:  
 Fee Payment/Cancellation Receipt Number:

**Funding Information**

**Funds:**

Program Sponsor: **\$30,000.00**  
**U.S. Government Agency:**  
**International Organization:**  
 Exchange Visitor's Government:  
 Binational Commission of the Exchange Visitor's Country:  
**All other organizations providing support:**  
 Personal Funds:  
**Total: \$30,000.00**

**Primary Site of Activity**

Site of Activity	Address
Whispering Springs Institute	123 Main St. Fairfax, VA 20108

**Dependents**

SEVIS ID	Family Name	First Name	Relationship	Gender	Status
<b>N0000091887</b>	Schumacher	Donny	SPOUSE	MALE	ACTIVE

10/28/2005 (Friday)

After clicking the **Correct SEVIS Status** link, the following confirmation message displays:

The screenshot shows the SEVIS system interface. At the top left is the U.S. Immigration and Customs Enforcement logo with the ICE acronym. To the right is the text 'Student & Exchange Visitor Information System' and the 'SEVIS' logo. Below this is a navigation bar with links: 'Main | Listing of Schools | Listing of Programs | Help | Tutorial | Logout'. On the far right of the navigation bar is 'ARO, RO, DSO'. The main content area has a title 'Confirm' and a paragraph: 'As the sponsor's official, you have been granted permission to make this change of SEVIS status without the direct involvement of the Department of State's Office of Exchange Coordination and Designation. However, you must maintain and provide the supporting documentation for this change to the Department of State or the Department of Homeland Security upon request.' Below the text are two buttons: 'I Agree' and 'Cancel'. At the bottom of the page, a yellow bar contains the date '10/26/2005 (Wednesday)'.

**Note:** As the sponsor's official, users have been granted permission to make this change of SEVIS status without the direct involvement of the Department of State's Office of Exchange Coordination and Designation. However, users must maintain and provide the supporting documentation for this change to the Department of State or the Department of Homeland Security upon request.

To continue with the correction, the RO/ARO must click the **I Agree** button, and the *Correct SEVIS Status* screen will display.

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

Main | Listing of Schools | Listing of Programs | Help | Tutorial | Logout ARO, RO, SSO

### Correct SEVIS Status

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

SEVIS ID: **N0000091823**  
 Family Name: **Schumacher**  
 First Name: **Renee**  
 Suffix:  
 Gender: **FEMALE**  
 Date of Birth: **07/20/1965**  
 City of Birth: **Bigcity**  
 Country of Birth: **ANDORRA**  
 Country of Citizenship: **ANDORRA**  
 Country of Legal Permanent Residence: **ANDORRA**  
 Status: **ACTIVE**  
 Active/Initial Dependent Count: **1**  
 Program Number: **P-1-00468**  
 Program Sponsor: **Whispering Pines Institute**  
 Position: **130 - CITY OR TOWN GOVERNMENT GROUP**  
 Category: **TRAINEE (SPECIALTY)**  
 Subject/Field Description: **E-Commerce/Electronic Commerce (NEW)**  
 Subject/Field Remarks: **Test**  
 Initial Program Begin Date:  
 IAP-66 Number:  
 Program Begin Date: **09/25/2005**  
 Program End Date: **08/20/2006**  
 Reinstatement Program Begin Date:  
 Previous Program End Date:  
 Visa Type: **J-1**  
 Passport Number:  
 Visa Foil Number:  
 Visa Issue Date:  
 Visa Issue Post:  
 Port of Entry:  
 Date of Entry:  
 I-94/Admission Number:

1. \* Change Status To:

2. \* Program Begin Date:  (MM/DD/YYYY)

3. \* Program End Date:  (MM/DD/YYYY)

4. Current U.S. Address:  
 \* Address 1:   
 Address 2:   
 \* City:   
 \* State:   
 \* Zip Code:  -

5. \* Remarks:

10/26/2005 (Wednesday)

The options available for the **Change Status To** field are specific to the type of change that is being made. For example, if an EV is in:

- Active status, the only option available will be **Initial**
- No Show status, the only option available will be **Active**
- Invalid status, the options available will be **Initial** and **Active**

**Note:** When there is only one option available on the *Change Status To* list, the field will default to that status. Otherwise, the field will display **Select One**.

When the RO/ARO completes the *Correct SEVIS Status* screen and clicks the **Correct SEVIS Status** button, a message will display and the EV's SEVIS status will be updated immediately. If the status of the dependents changed to Active, Invalid, or No Show on the same date as the EV's status, his/her status will immediately change to match the status of the EV.

## Correct SEVIS Status for Dependent

The RO/ARO will also be able to change the status of a dependent whose SEVIS status is Invalid, No Show, or Terminated and does not match the status of the EV. For example, if the RO/ARO terminated the dependent by mistake, the dependent’s status will be Terminated and the EV’s status will be Active. The Correct SEVIS Status option will be available for the dependent only.

To correct the SEVIS status of a dependent, the RO/ARO must access the *Dependent Information* screen, and click the **Correct SEVIS Status** link.

The screenshot shows the SEVIS 'Dependent Information' screen. At the top left is the U.S. Immigration and Customs Enforcement logo. The top right features the 'SEVIS' logo and 'Student & Exchange Visitor Information System'. A navigation bar includes links for 'Main | Listing of Schools | Tutorial | Logout'. The 'Actions' section on the left contains a link for 'Correct SEVIS Status', which is highlighted by a callout bubble labeled 'New Link'. The main content area is titled 'Dependent Information' and includes a 'View Exchange Visitor' button. Below this are four sections of information:

- Dependent Information:** SEVIS ID: N0000091763, Family Name: Rosettia, First Name: Mary, Middle Name: , Suffix: , Gender: FEMALE, Date of Birth: 02/17/1995, City of Birth: Bigtown, Country of Birth: ICELAND, Country of Citizenship: ICELAND, Country of Legal Permanent Residence: ICELAND, Status: NO SHOW, Relationship: CHILD.
- Program Dates:** Completion Reason: , Effective Date of Termination: , Termination Reason: .
- Visa/POE Information:** Visa Type: J-2, Passport Number: , Visa Foil Number: , Visa Issue Date: , Visa Issue Post: , Port of Entry: , Date of Entry: , I-94/Admission Number: .
- Exchange Visitor Information:** SEVIS ID: N0000091762, Family Name: Rosettia, First Name: Maria, Middle Name: , Suffix: , Gender: FEMALE, Date of Birth: .

After selecting the **Correct SEVIS Status** link, a confirmation screen displays. Selecting the **I Agree** button on the confirmation screen will display the *Correct SEVIS Status for Dependent* screen. Required comments must be entered, and then click the **Correct SEVIS Status** button to submit the correction to SEVIS. The dependent’s status will be changed immediately to match the status of the EV.

## Reinstatement – Update SEVIS Status

The new process, Reinstatement – Update SEVIS Status, is similar to the reinstatement process that already exists in SEVIS. An RO/ARO may request to change an EV's SEVIS status when:

- The status is Active, Invalid, or No Show **and** it is more than 30 days, but less than 270 days since the status changed
- or**
- The status is Terminated and it is less than 270 days since the status changed

The following status changes may be requested:

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

The RO/ARO will use the **Reinstatement – Update SEVIS Status** link to request any of the status changes listed above.

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

[Main](#) | [Listing of Schools](#) | [Listing of Programs](#) | [Help](#) | [Tutorial](#) | [Logout](#) | **AND, P.O. DPO**

### Exchange Visitor Information

**Actions:**

- [Change of Category Request](#)
- [Correct Minor or Technical Infraction](#)
- [End Program for EV](#)
- [Extension beyond the maximum duration of participation request](#)
- [Extension within the maximum duration of participation](#)
- [Reinstatement - Update SEVIS Status](#)**
- [Reprint DS-2019](#)
- [Shorten Program for EV](#)
- [Terminate EV](#)

**Edits:**

- [Biographical Information](#)
- [Dependents](#)
- [Financial Information](#)
- [Site of Activity](#)
- [Subject/Field](#)

**Transfer:**

**Exchange Visitor Information**

**Status Information**

Status: **ACTIVE**  
Date of Last Status Change: **07/07/2005**  
212(e): **Government Financing**

**Program Information**

Program Number: **P-1-00468**  
Program Sponsor: **Whispering Pines Institute**  
Category: **TRAINEE (SPECIALTY)**  
Subject/Field Description: **Architectural**  
Subject/Field Remarks: **Technology/Technician (NEW)**  
Subject/Field Remarks: **Test**

**Program Dates**

Initial Program Begin Date:  
IAP-66 Number:  
Program Begin Date: **07/26/2005**  
Program End Date: **06/30/2006**  
Reinstatement Program Begin Date:  
Date:  
Previous Program End Date:  
Effective Date of Transfer:  
Effective Date of Completion:  
Completion Reason:  
Completion Remarks:  
Effective Date of Termination:  
Termination Reason:  
Termination Remarks:

**I-94 SEVIS Fee Payment Information**

Transaction Type:  
Transaction Date:  
Transaction Amount:  
Fee Payment/Correlation Receipt Number:

**Current U.S. Address**

Address 1: **123 Main St**  
Address 2:  
City: **FAIRFAX**  
State: **VIRGINIA**  
Zip Code: **20108 - 0001**

**City of Birth: Shanghai**  
**Country of Birth: CHINA**  
**Country of Citizenship: CHINA**  
**Country of Legal Permanent Residence: CHINA**  
**Position: 314 - EMPLOYEE OF PRIVATE BUSINESS**  
**Active/Initial Dependent Count: 0**

**Visa/POE Information**

Visa Type: **J-1**  
Passport Number:  
Visa Foil Number:  
Visa Issue Date:  
Visa Issue Post:  
Port of Entry:  
Date of Entry:  
I-94/Admission Number:

The RO/ARO must complete the following on the *Reinstatement – Update SEVIS Status for Exchange Visitor* screen:

- If necessary, select a requested status for the EV
- Enter the requested program begin and end dates
- Update the U.S. address fields, if necessary
- Provide an explanation for the request

The request must be submitted via SEVIS and then followed up with, at a minimum, the following documentation:

- A letter of explanation describing the need for the correction
- Copy of the Form DS-2019
- Copy of the Form I-94
- Required fee, as prescribed in 22 CFR 62.90(b)(3)

DoS will not begin to process the request until the non-refundable fee and supporting documentation have been received.

**Note:** Users will also be provided with the capability to cancel the request at any time if DoS has not begun processing it.



## Reinstatement – Update SEVIS Status for Dependent

When a dependent’s status changed independently of the EV’s status, the RO/ARO may submit a request to DoS to change the status of a dependent if:

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

However, the **Reinstatement – Update SEVIS Status** link will not be available if a request has been submitted for the associated EV.

**Note:** There is no fee for processing this type of request for a dependent.

**Note:** If necessary, users may cancel this type of request if DoS has not begun processing it.

The screenshot shows the SEVIS system interface. At the top, there is a navigation bar with the U.S. Immigration and Customs Enforcement logo and the text 'Student & Exchange Visitor Information System'. Below the navigation bar, there is a menu with links: 'Main | Listing of Schools | Listing of Programs | Help | Tutorial | Logout'. The main content area is titled 'Dependent Information' and contains a 'View Exchange Visitor' button. Underneath, there are several sections of information:

- Dependent Information:** SEVIS ID: N000090904, Family Name: Campbell, First Name: Markus, Middle Name: Suffix: Gender: MALE, Date of Birth: 11/30/1978, City of Birth: Bigtown, Country of Birth: UNITED KINGDOM, Country of Citizenship: UNITED KINGDOM, Country of Legal Permanent Residence: UNITED KINGDOM, Status: NO SHOW, Relationship: SPOUSE.
- Program Dates:** Completion Reason: Effective Date of Termination: Termination Reason:
- Visa/PDE Information:** Visa Type: J-2, Passport Number: Visa Foil Number: Visa Issue Date: Visa Issue Post: Port of Entry: Date of Entry: I-94/Admission Number:
- Exchange Visitor Information:** SEVIS ID: N000090902, Family Name: Campbell, First Name: Violet, Middle Name:

The RO/ARO must enter an explanation for this request in the Remarks text box on the *Reinstatement – Update SEVIS Status for Dependent* screen:

DoS will not begin to process the request until the supporting documentation has been received.

**Note:** Users may cancel the request at any time if DoS has not begun processing it.