



U.S. Immigration
and Customs
Enforcement

SEVP

STUDENT AND EXCHANGE VISITOR PROGRAM

MCCB 2018 Summer Data Conference

June 4, 2018

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Provide feedback on this presentation at
StudyintheStates.dhs.gov/Survey

FORM I-20 OVERVIEW

Form I-20

Issuance

- **Students**
 - Must meet all qualifications for program of study
 - Purpose must be to engage in learning and a full course of study
- **DSOs**
 - Review school's admission requirements prior to acceptance
 - Only issue Forms I-20 for programs of study listed on the Form I-17
 - Provide Form I-20 directly to prospective or continuing student
 - Third parties cannot issue Forms I-20

Form I-20

Signatures

- **DSO signature**
 - Issuing Initial or replacement Form I-20
 - Travel endorsement prior to international travel
- **Parent or legal guardian signature**
 - Necessary if student is 17 years of age or younger
 - Attests to the following:
 - Signer is student's parent or legal guardian
 - Information provided for admission to the school is true and correct
 - Student seeking admission to the United States only to pursue a program of study
 - School can release any information from student's record to DHS

Form I-20 Maintenance

Updates to Student Information

- Federal regulation requires DSOs to report changes to student information within 21 days
- Update a student's record for the following changes:
 - Student or dependent name or address
 - Academic program and status
 - Disciplinary action taken by the school
 - Employment
 - Failure to maintain status/complete program

Form I-20

When to Print a New Copy

- Physical copy of the form is destroyed or misplaced
- For travel endorsement, when appropriate
- Any substantive change to student information
 - Personal information
 - Program of study

REPORTING REQUIREMENTS

Record Keeping

Documents

- **Prospective students**
 - Before issuing the Form I-20, collect and retain copies of:
 - Student's transcripts
 - Proof of student's financial ability to pay
 - Other supporting documents that school reviewed
- **Additional documents**
 - Recommended to retain copies of the following:
 - Passport
 - F-1 visa
 - Form I-94

Record Keeping

What DSOs Should Know

- **Time period**
 - Retain student records for three years after student finishes
- **Paper vs. electronic record**
 - Comply with school's policy for record keeping
 - Must produce copies upon DHS request



Reporting

Student Registration

- Register students engaged in a full course of study at least twice each year
 - Register for every academic session
 - Includes quarters, trimesters and semesters
 - Change session end date from a full year to less than 183 days

For help with SEVIS registration, visit the SEVIS Help Hub

StudyintheStates.dhs.gov/SEVIS-Help-Hub

Verify Your School Officials

SEVIS Annual Verification Period

- **Verification period**
 - Dec. 2, 2017, to March 2, 2018
- **PDSO must verify that all current SEVIS users:**
 - Are still employed by the organization and serve as a PDSO or DSO
 - Require continued SEVIS access

Learn more in the SEVIS Help Hub:
StudyintheStates.dhs.gov/SEVIS-Help-Hub

Students and OPT Reporting

Reminders for DSOs

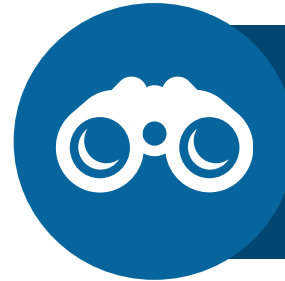
- **OPT overview and purpose**
 - Students gain experience in a program of study
 - Students must comply with all U.S. laws and regulations
- **If a student witnesses fraudulent activity:**
 - Contact the HSI Tip Line
 - 866-DHS-2ICE (866-347-2423)
 - [ICE.gov/Tips](https://ice.dhs.gov/tips)
 - Victims and witnesses may be eligible for immigration relief

THE LATEST NEWS

SEVP Portal

Overview

- SEVP Portal deployed on March 23, 2018
- Reminders for DSOs and students:
 - Review practical training reporting requirements
 - Students and DSOs required to keep records up to date
 - Special considerations for STEM OPT extension



DID YOU KNOW?

More than 100,000 students successfully created an SEVP Portal

SEVP Portal Users

- **F-1 students participating in post-completion OPT**
 - Includes students participating in STEM extension
- **M-1 students participating in practical training**



SEVP Portal Functionality

Student Uses

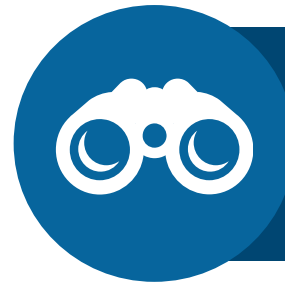
- **Post-completion practical training students can report:**
 - Address
 - Physical address
 - Home address
 - Telephone numbers
 - Employer information*
- **Post-completion practical training students can monitor:**
 - Employment authorization

* STEM OPT students are unable to add a new employer or change their employer start date due to STEM OPT regulatory requirements

Watch It Again

SEVP Special Report Webinar: SEVP Portal

- Aired on March 20, 2018
- Provided introduction to the SEVP Portal
 - Create an SEVP Portal account
 - Navigate the SEVP Portal
 - Resources on Study in the States
- Recording and webinar resources available on the Stakeholder Webinars page
 - StudyintheStates.dhs.gov/Webinars



DSOs:

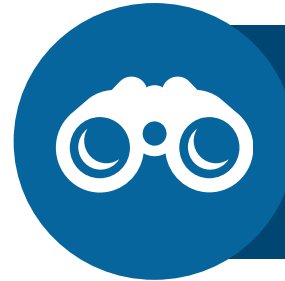
Let your students know about the webinar recording

HELPFUL RESOURCES

Watch it Now

Spring 2018 SEVP InFocus Webinar

- Aired on May 3, 2018
- Provided the latest program news and updates
 - SEVP Portal deployment
 - Enhanced evidence guides
 - Tips and reminders for the end of the school year
 - Spotlight on SEVP's government partners
 - New resources on Study in the States



MISS THE WEBINAR?

Access a recording and associated resources on Study in the States today

StudyintheStates.dhs.gov/Webinars

SEVP Portal Help

Official website of the Department of Homeland Security

Homeland Security
STUDY in the STATES

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STUDENTS | SCHOOLS | BLOG | TOOLS | **STEM OPT HUB**

SEVP PORTAL HELP

Students on post-completion practical training should use the SEVP Portal Help section to learn how to use the SEVP Portal and comply with reporting requirements.

Watch the SEVP Portal Help videos for step-by-step guides to navigating and updating the SEVP Portal.

STUDENTS: LEARN HOW TO USE THE SEVP PORTAL

In this section you will find:

- Step-by-step instructions.
- Instructional videos.
- Additional SEVP Portal Help resources.

SEVP PORTAL: GETTING STARTED

- SEVP Portal Overview
- Create an SEVP Portal Account
- Make and Maintain User Password
- SEVP Portal User Guide

MAINTAIN INFORMATION

- Navigate the SEVP Portal
- Update User Profile
- Update Employer Information

INFORMATION FOR SCHOOLS

- Benefits of the SEVP Portal
- SEVIS Help Hub
- Broadcast Messages

RESOURCES

- OPT Student Reporting Requirements
- SEVP Portal Videos
- Infographic

QUESTIONS?

For general and case-specific questions, call 703-603-3400 or email SEVP@ice.dhs.gov and include SEVP Portal in the subject line. Our offices are open Monday through Friday, from 8 a.m. to 6 p.m. ET, except holidays.

Create an SEVP Portal account and download the SEVP Portal User Guide

Resources for DSOs about SEVP Portal interface with SEVIS

Navigate and update information through the SEVP Portal

SEVP Portal videos and infographic for students

StudyintheStates.dhs.gov/SEVP-Portal-Help

Guide to Studying in the States



Official website of the Department of Homeland Security

Homeland Security

STUDY in the STATES

[View Disclaimer](#)

Select Language

STUDENTS SCHOOLS BLOG TOOLS STEM OPT HUB

Guide to Studying in the States

International students who come to the United States must follow a specific set of rules. However, different rules apply depending on your student type and education level.

Use this tool to create a guide for understanding these rules. Then, work with your designated school official (DSO) to make sure you follow them.

Choose Your Student Type

To begin, please select the type of student you are or want to become. Navigate between each student type with your mouse or arrow keys. Accepted students can refer to their Form I-20, "Certificate of Eligibility for [Nonimmigrant](#) Student Status," and student visa for confirmation of their student type.

If you are unsure which student classification is right for you, please visit the [U.S. Department of State's website](#).



F-1

International students enrolling in an academic program at a university, college, high school, private elementary school, seminary, conservatory or another academic institution, including an English language program.



M-1

International students enrolling in a technical program at a vocational or other recognized nonacademic institution, other than a language training program.

StudyintheStates.dhs.gov/Guide-to-Studying-in-the-States

Engage with SEVP

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KEY NEWS AND CONTENT

StudyintheStates.dhs.gov/Blog

Publications

SEVP Spotlight

SEVP Outreach Bulletin



ENGAGE THROUGH CONFERENCES

Fill out the SEVP Event
Request Form at

StudyintheStates.dhs.gov/Conferences



@StudyinStates



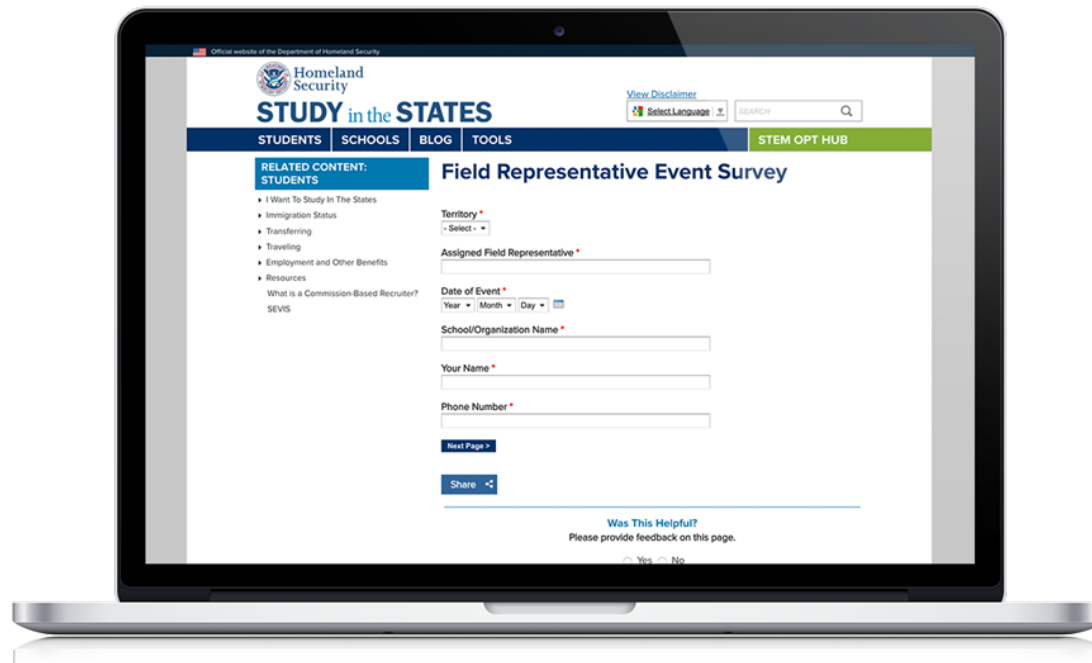
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Linkedin.com/Company/Student-and-Exchange-Visitor-Program

SEVP Values Your Feedback

- Provide feedback on this conference presentation
- Comments improve field representative performance



StudyintheStates.dhs.gov/Field-Representative-Event-Survey

SEVP Contact Information



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Case-specific questions

SEVP@ice.dhs.gov

Technical issues

SEVISHelpDesk@ice.dhs.gov

Monday through Friday, 8 a.m. to 6 p.m. ET, except federal holidays

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