immigration concepts

Fundamentals of Foreign Student Advising:

The Student and Exchange Visitor Information System (SEVIS) for J-1 Exchange Visitors

Your Instructor

Ron Cushing has served as the Director of International Services at a large urban research university with over four thousand of international students for more than twenty years. Ron has served as a mentor to over a thousand colleagues through his Fundamentals of Foreign Student Advising seminars. Immigration Concepts has been providing training to international education professionals for two decades. Ron has been honored by NAFSA, Region VI, with the Leo Dowling Award of Excellence for his “compassion, integrity and leadership” to the field of international education.

Topics to be Covered

- Institutional reporting responsibilities for SEVIS
- DS-3037 updates, recertification, and DS-3097 Annual Report
- How to manage SEVIS alerts
- Creating and maintaining SEVIS records for Exchange Visitors
- Step by step instructions on how to use all aspects of the SEVIS system

Introduction

SEVIS is an Internet based application for electronically tracking and monitoring J-1 Exchange Visitors in the United States. In order to enroll or host J-1 Exchange Visitors, institutions must be certified for SEVIS operation and comply with SEVIS reporting responsibilities.

Failure to comply with reporting responsibilities will lead to decertification of the institution to enroll international students or host exchange visitors and potential penalties to the Responsible Officers up to and including imprisonment.

SEVIS Real Time Interactive (RTI)

Institutions with large exchange visitor populations will want to report the required data through “batch” processing whenever possible. However, even larger institutions that “batch” report data will use “Real Time Interactive” or RTI to report certain events or make particular authorizations.

How to Operate SEVIS

The web address for SEVIS is:
https://egov.ice.gov/sevis

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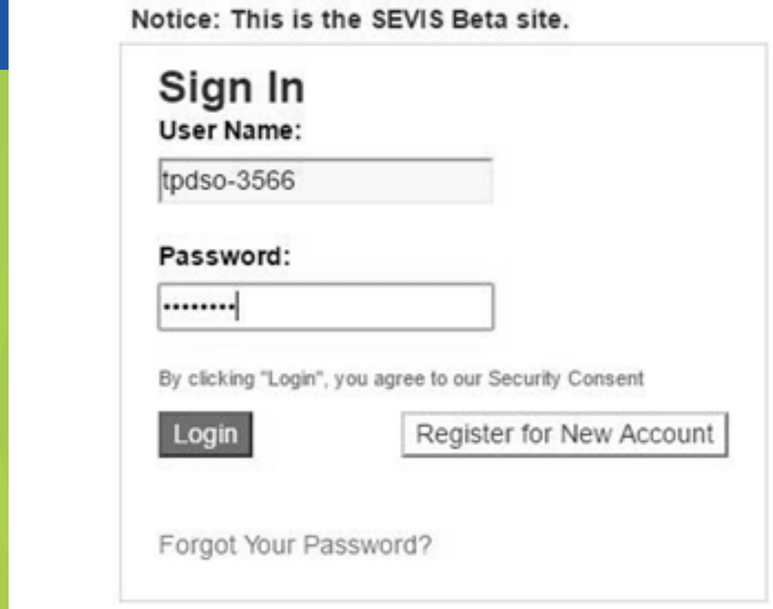
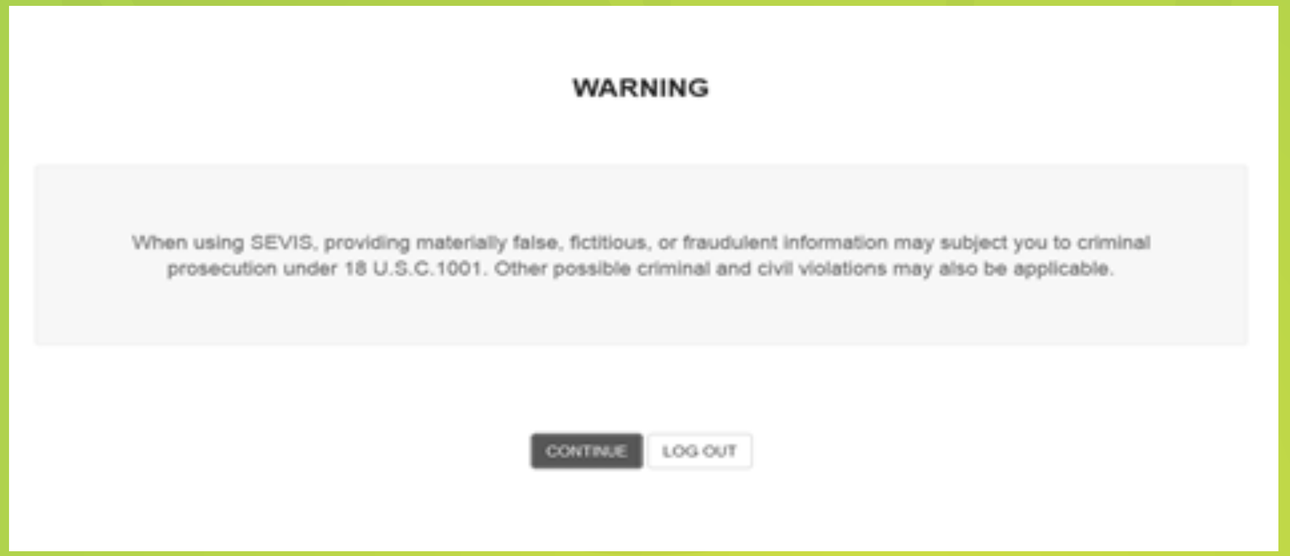


Department of Homeland Security Consent

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only. Unauthorized or improper use or access of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following: You have no reasonable expectation of privacy when you use this information system; this includes any communications or data transiting, stored on, originated from or directed to this information system. At any time, and for any lawful government purpose, the government may monitor, intercept, search and seize any communication or data transiting, stored on, originated from or directed to or from this information system. The government may disclose or use any communications or data transiting, stored on, originated from or directed to or from this information system for any lawful government purpose. You are NOT authorized to process classified information on this information system.

Warning Notification

When logging in initially you will receive a “warning” message indicating that providing fraudulent information could lead to criminal and civil charges being brought against the RO/ARO. Just click the continue button.



Creating/Changing a Password

Every 90 days your SEVIS password must be changed. When you log into SEVIS after 75 days (and up until 90 days), SEVIS opens a message. It asks if you would like to change your password.

Password Requirements

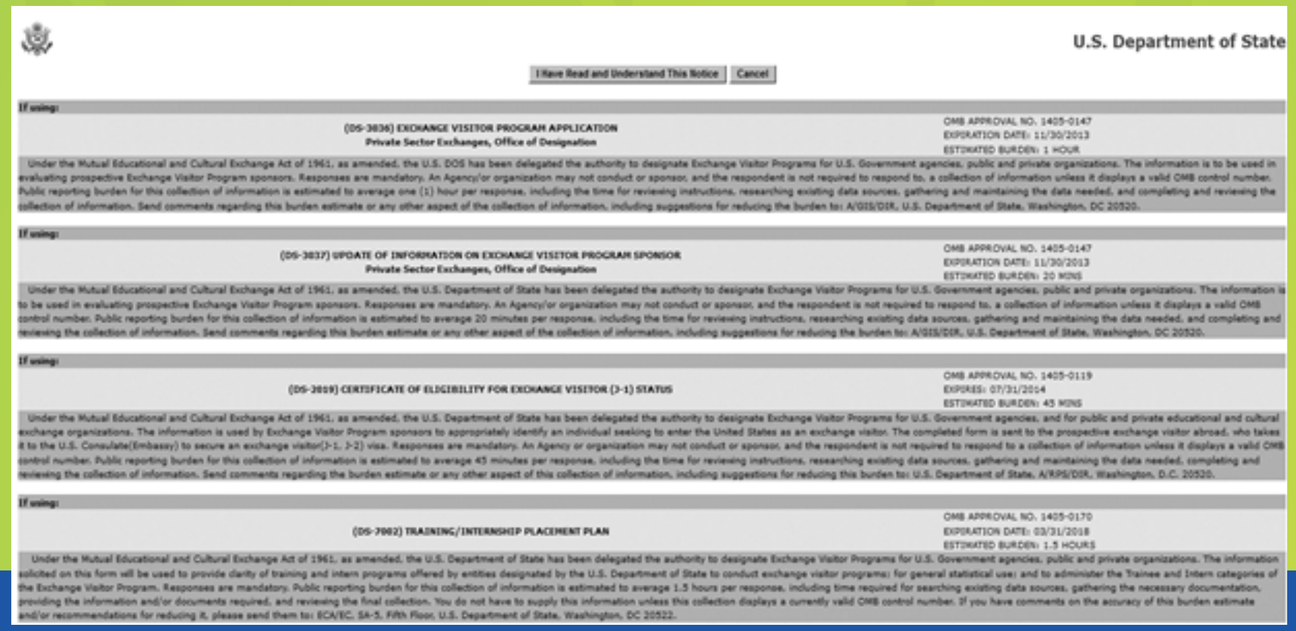
The SEVIS password requirements are as follows:

- 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 character 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.
- Passwords must contain a non-numeric in the first and last positions.
- 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 upper and lower case letters, it must always be entered that way.

Confirmation Page

In order to proceed to RTI you must confirm that you understand your role as an RO or ARO, including your responsibility to update the DS-3036 or DS-3037 if changes occur to your sponsor program, what the role of the exchange visitor program is and who is eligible to be issued a DS-2019. Just click the "I have read and understand this notice" button.



U.S. Department of State

I Have Read and Understand This Notice | Cancel

If using:

(DS-3036) EXCHANGE VISITOR PROGRAM APPLICATION
Private Sector Exchanges, Office of Designation

OMB APPROVAL NO. 1405-0147
EXPIRATION DATE: 11/30/2013
ESTIMATED BURDEN: 1 HOUR

Under the Mutual Educational and Cultural Exchange Act of 1961, as amended, the U.S. DOS has been delegated the authority to designate Exchange Visitor Programs for U.S. Government agencies, public and private organizations. The information is to be used in evaluating prospective Exchange Visitor Program sponsors. Responses are mandatory. An Agency/or organization may not conduct or sponsor, and the respondent is not required to respond to, a collection of information unless it displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average one (1) hour per response, including the time for reviewing instructions, researching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of the collection of information, including suggestions for reducing the burden to: A/GIS/DIR, U.S. Department of State, Washington, DC 20520.

If using:

(DS-3037) UPDATE OF INFORMATION ON EXCHANGE VISITOR PROGRAM SPONSOR
Private Sector Exchanges, Office of Designation

OMB APPROVAL NO. 1405-0147
EXPIRATION DATE: 11/30/2013
ESTIMATED BURDEN: 20 MINS

Under the Mutual Educational and Cultural Exchange Act of 1961, as amended, the U.S. Department of State has been delegated the authority to designate Exchange Visitor Programs for U.S. Government agencies, public and private organizations. The information is to be used in evaluating prospective Exchange Visitor Program sponsors. Responses are mandatory. An Agency/or organization may not conduct or sponsor, and the respondent is not required to respond to, a collection of information unless it displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, researching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of the collection of information, including suggestions for reducing the burden to: A/GIS/DIR, U.S. Department of State, Washington, DC 20520.

If using:

(DS-3019) CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR (J-1) STATUS

OMB APPROVAL NO. 1405-0119
EXPIRES: 07/31/2014
ESTIMATED BURDEN: 45 MINS

Under the Mutual Educational and Cultural Exchange Act of 1961, as amended, the U.S. Department of State has been delegated the authority to designate Exchange Visitor Programs for U.S. Government agencies, and for public and private educational and cultural exchange organizations. The information is used by Exchange Visitor Program sponsors to appropriately identify an individual seeking to enter the United States as an exchange visitor. The completed form is sent to the prospective exchange visitor abroad, who takes it to the U.S. Consulate(Embassy) to secure an exchange visitor(J-1, J-2) visa. Responses are mandatory. An Agency or organization may not conduct or sponsor, and the respondent is not required to respond to a collection of information unless it displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, researching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: U.S. Department of State, A/RPS/DIR, Washington, D.C. 20520.

If using:

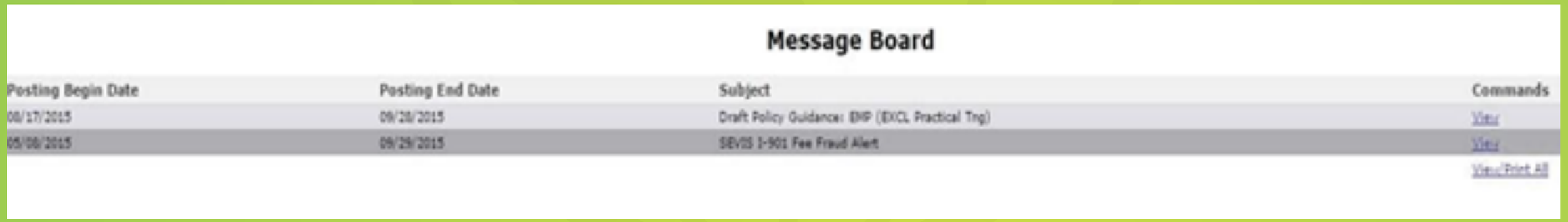
(DS-7002) TRAINING/INTERNSHIP PLACEMENT PLAN

OMB APPROVAL NO. 1405-0170
EXPIRATION DATE: 03/31/2018
ESTIMATED BURDEN: 1.5 HOURS

Under the Mutual Educational and Cultural Exchange Act of 1961, as amended, the U.S. Department of State has been delegated the authority to designate Exchange Visitor Programs for U.S. Government agencies, public and private organizations. The information solicited on this form will be used to provide clarity of training and intern programs offered by entities designated by the U.S. Department of State to conduct exchange visitor programs; for general statistical use; and to administer the Trainee and Intern categories of the Exchange Visitor Program. Responses are mandatory. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: ECA/EC, SA-5, Fifth Floor, U.S. Department of State, Washington, DC 20522.

Message Board

When you log in to SEVIS you will first be brought to a message board. Here you will find important messages about SEVIS including implementation of upgrades, scheduled maintenance, etc. Click the "view" button to read the messages. Click the "main" button to be taken back to the main SEVIS page.

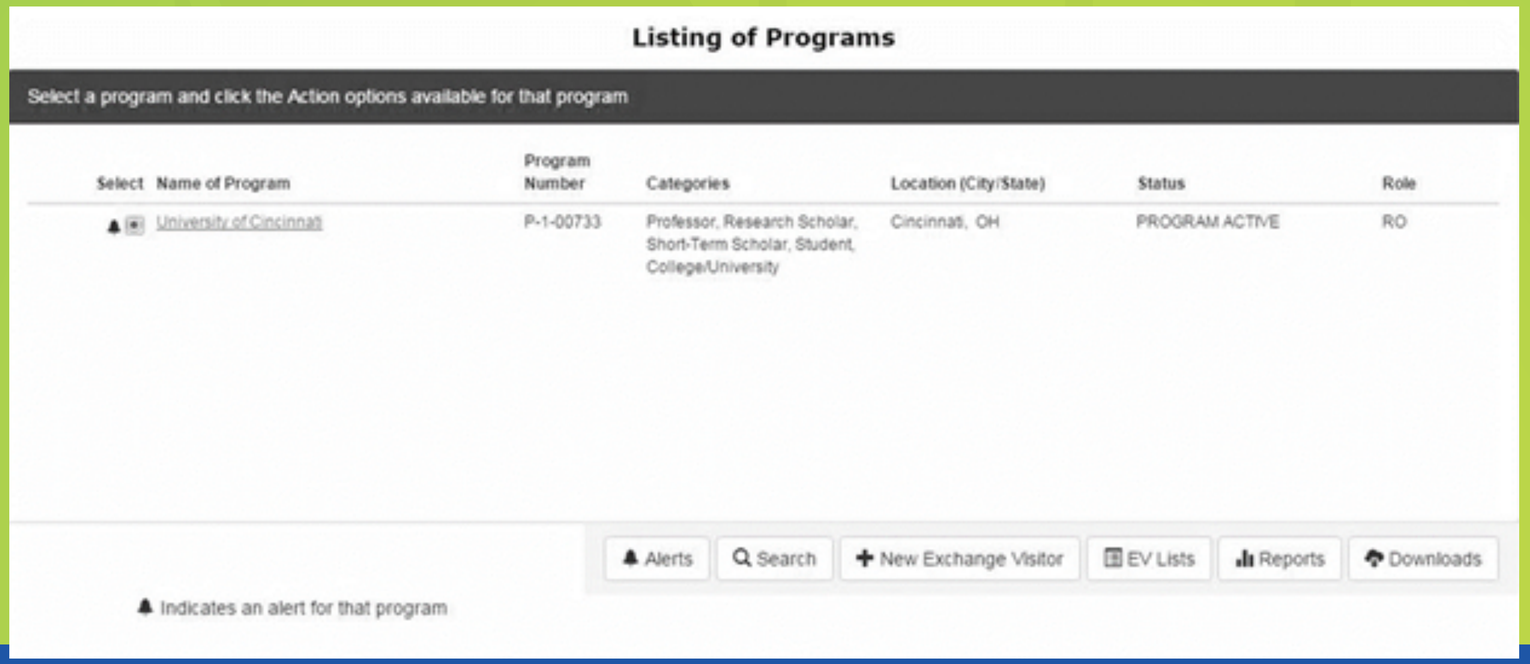


Message Board

Posting Begin Date	Posting End Date	Subject	Commands
08/17/2015	09/28/2015	Draft Policy Guidance: EWP (EXCL Practical Trng)	View
05/08/2015	09/28/2015	SEVIS I-901 Fee Fraud Alert	View
			View/Print All

Listing of Programs

This brings you to your "Listing of Programs." It is here that you manage your exchange visitor program including creating DS-2019's for new exchange visitors, update your DS-3037 program information, monitor alerts, run reports and downloads, etc.



Amending or Editing your DS-3036 or DS-3037

Any change to your exchange visitor program must be reported immediately in SEVIS. Approved sponsors do this by clicking the link under "Name of Program." Changes that would require updating of the DS-3037 include: name of sponsor; address of sponsor; adding or deleting RO's/ARO's, name of CEO or owner, etc. These changes need to be reported within 30 days. Changes that would require updating of the DS-3036 include amending your EV program and applying for redesignation.

Under the "Actions" menu you can "amend" your program information, "apply for "redesignation", "change program sponsor name" "request an allotment of DS-2019's", "cancel your program, view "pending requests", or "register for batch processing".

Under "Edits" you can "add foreign entity information", "add/update officials", "update program sponsor information", and update CEO information".

Under the "Lists/reports" menu you can "search for exchange visitors", "create exchange visitors", view "exchange visitor lists", and run various "reports".

Under the "View" menu you can view "allotment history" and "event history" for the program.

Amending the DS-3036 or DS-3037

Actions:

Amendment
Redesignation
Change Program Sponsor Name
Request Allotment of DS-2019
Request Brochures
Cancel Program
Pending Requests

Register for Batch Processing

Edits:

Add Foreign Entity Information
Add/Update Officials
Update Program Sponsor Information
Update CBO Information

Lists/Reports:

Search Exchange Visitor
Create Exchange Visitor
Exchange Visitor Lists
Reports

View:

Allotment History

University of Cincinnati

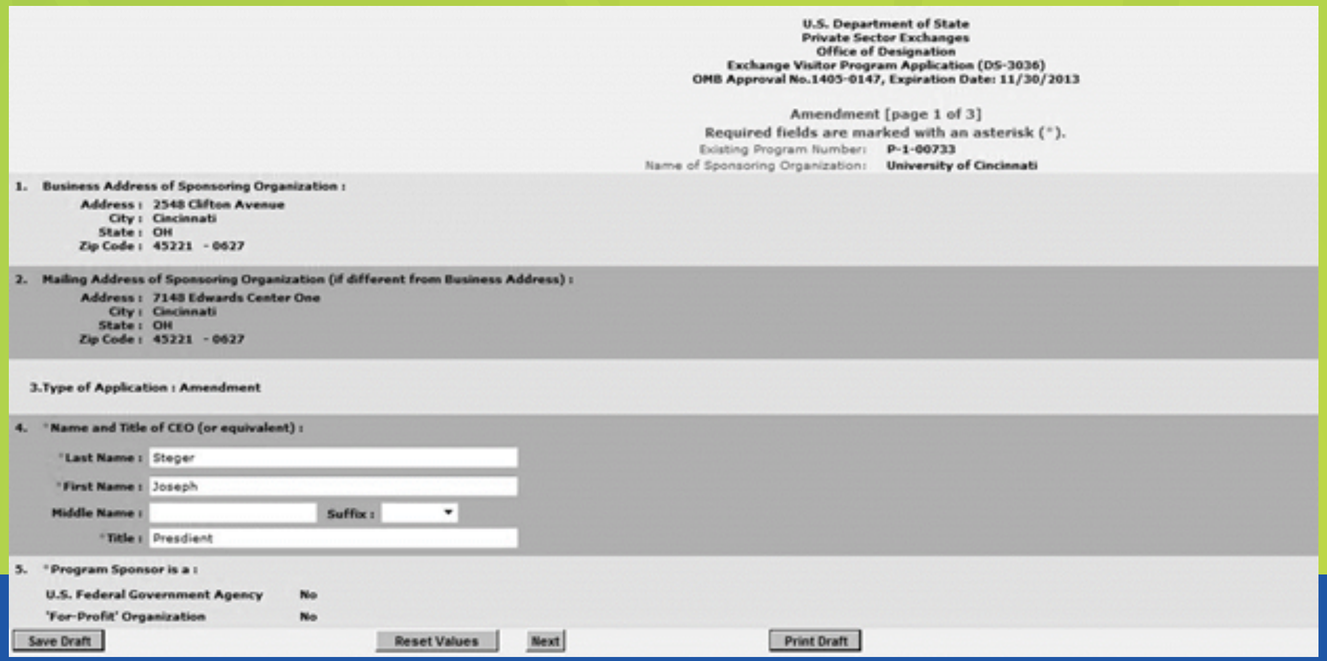
Program Number:	P-1-00733
Program Status:	ACTIVE
Next User Verification Date:	03/02/2050
Sanction Alert:	
Probation Begin Date:	
Probation End Date:	
Lesser Sanctions - Reduction:	
Percentage of Reduction:	
Suspension Begin Date:	
Suspension End Date:	
Effective Date of Revocation:	
Effective Date of Termination:	
Effective Date of Denial:	
Name of Sponsoring Organization:	University of Cincinnati
Business Address:	2540 Clifton Avenue Cincinnati , OH 45221 - 0627
Mailing Address:	7148 Edwards Center One Cincinnati , OH 45221 - 0627
Employer Identification Number:	
Employer Identification Number Date of Issuance:	
Name of CEO:	Joseph Steger
Title of CEO:	President
Approved Categories:	Professor, Research Scholar, Short-Term Scholar, Student, College/University
Approved Occupational Categories:	
Number of DS-2019 forms from the Most Recent Allotment:	400
Number of DS-2019 Forms Remaining:	381
Date of Original Designation:	03/20/2003
Date of Most Recent Redesignation:	03/21/2003
Annual Reporting Cycle:	ACADEMIC
Status of Current Annual Report:	DUE
Date Last Annual Report Received:	
Number of Active J1 Exchange Visitors:	5
Number of Active J2 Exchange Visitors:	1
Program Website:	
Emergency Telephone Number:	

Official Information

Official Name	Title	Telephone Number	Fax Number	Email Address	Role
Ronald Cushing	Director, International Student Services	513-556-4278	513-556-0128	cushinrb@ucmail.uc.edu	RO
Janet Schneider	Advisor, International Services	513-556-4339		janet.schneider@uc.edu	ARO
Heather Proufe	Advisor, International Services	513-556-4278		heather.proufe@uc.edu	ARO
James Tenney	Advisor, International Services	513-556-4278		james.tenney@uc.edu	ARO

Amendments

From the amendment link you can update all information including CEO information, anticipated number of Exchange Visitor's, purpose of your Exchange Visitor program, how you select Exchange Visitor's, what the normal activities will entail, etc. When done making edits click the "submit" button.



U.S. Department of State
Private Sector Exchanges
Office of Designation
Exchange Visitor Program Application (DS-3036)
OMB Approval No.1405-0147, Expiration Date: 11/30/2013

Amendment [page 1 of 3]
Required fields are marked with an asterisk (*).
Existing Program Number: P-1-00733
Name of Sponsoring Organization: University of Cincinnati

1. Business Address of Sponsoring Organization :
Address : 2548 Clifton Avenue
City : Cincinnati
State : OH
Zip Code : 45221 - 0627

2. Mailing Address of Sponsoring Organization (if different from Business Address) :
Address : 7148 Edwards Center One
City : Cincinnati
State : OH
Zip Code : 45221 - 0627

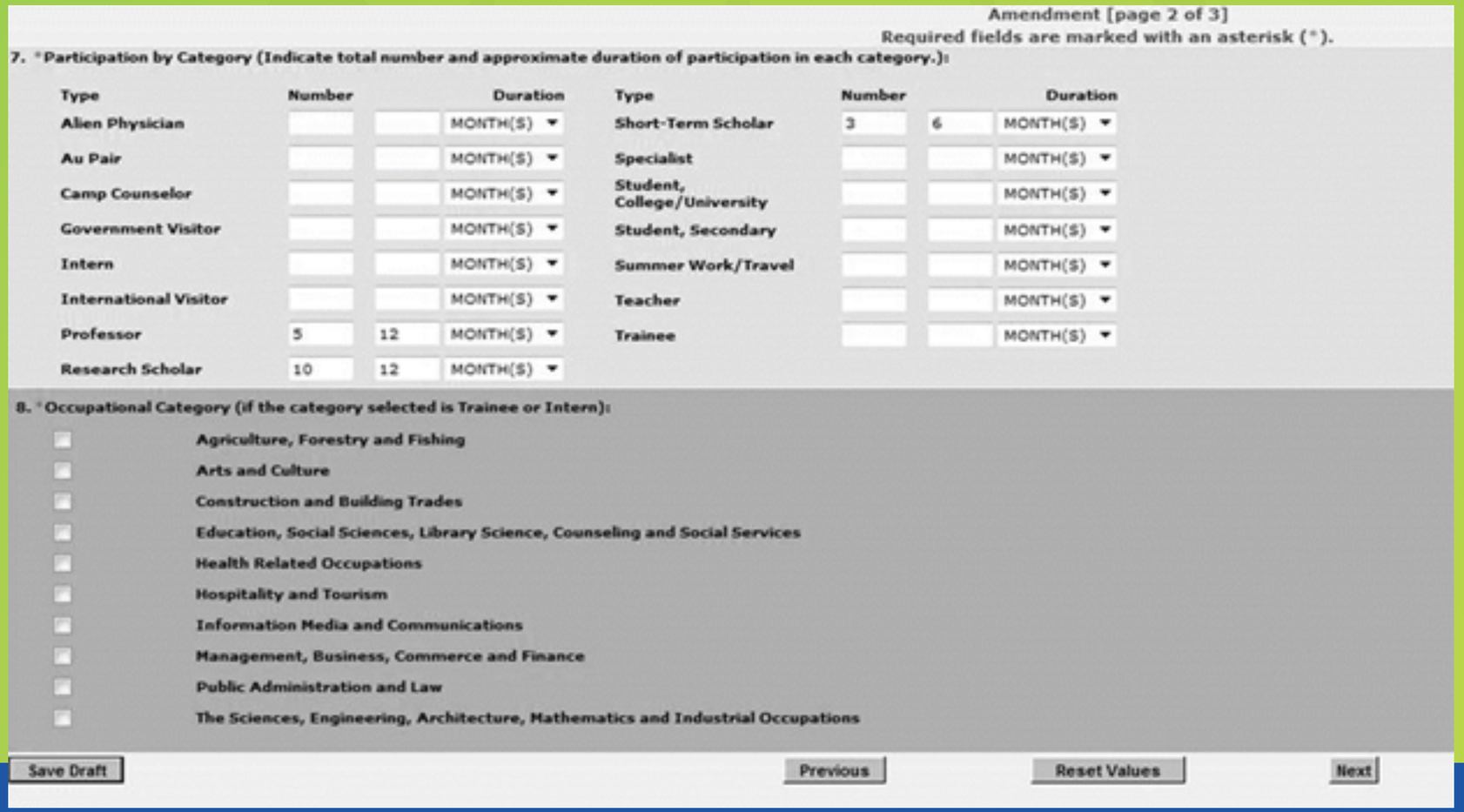
3.Type of Application : Amendment

4. *Name and Title of CEO (or equivalent) :
*Last Name : Steger
*First Name : Joseph
Middle Name : Suffix :
*Title : Presdient

5. *Program Sponsor is a :
U.S. Federal Government Agency No
'For-Profit' Organization No

Save Draft | Reset Values | Next | Print Draft

Amendments



Amendment [page 2 of 3]

Required fields are marked with an asterisk (*).

7. *Participation by Category (Indicate total number and approximate duration of participation in each category.):

Type	Number		Duration	Type	Number		Duration
Alien Physician			MONTH(S)	Short-Term Scholar	3	6	MONTH(S)
Au Pair			MONTH(S)	Specialist			MONTH(S)
Camp Counselor			MONTH(S)	Student, College/University			MONTH(S)
Government Visitor			MONTH(S)	Student, Secondary			MONTH(S)
Intern			MONTH(S)	Summer Work/Travel			MONTH(S)
International Visitor			MONTH(S)	Teacher			MONTH(S)
Professor	5	12	MONTH(S)	Trainee			MONTH(S)
Research Scholar	10	12	MONTH(S)				

8. *Occupational Category (if the category selected is Trainee or Intern):

- Agriculture, Forestry and Fishing
- Arts and Culture
- Construction and Building Trades
- Education, Social Sciences, Library Science, Counseling and Social Services
- Health Related Occupations
- Hospitality and Tourism
- Information Media and Communications
- Management, Business, Commerce and Finance
- Public Administration and Law
- The Sciences, Engineering, Architecture, Mathematics and Industrial Occupations

Save Draft | Previous | Reset Values | Next

Amendments

9. *Method of selection and arrangements for Financial Support of Exchange Visitor while in the U.S.(specify source and amount of funding, as appropriate) (Maximum. 500 chars):

Sponsoring departments will select exchange visitors and internationa office will review financial documents.

10. *Purpose or Objective (Maximum. 500 chars):

Provide programs of research, teaching and observation in all disciplines of the University.

11. *Outline of Proposed Activities (Maximum. 500 chars):

Duties will vary based on discipline and objective ranging from research to teaching.

12. *Arrangements for Supervision (Maximum. 500 chars):

Each exchange visitor will have a supervising faculty/departmental member responsible for overseeing the program.

13. *Role of Other Organizations Associated with Programs(*if any*) (Maximum. 500 chars):

None.

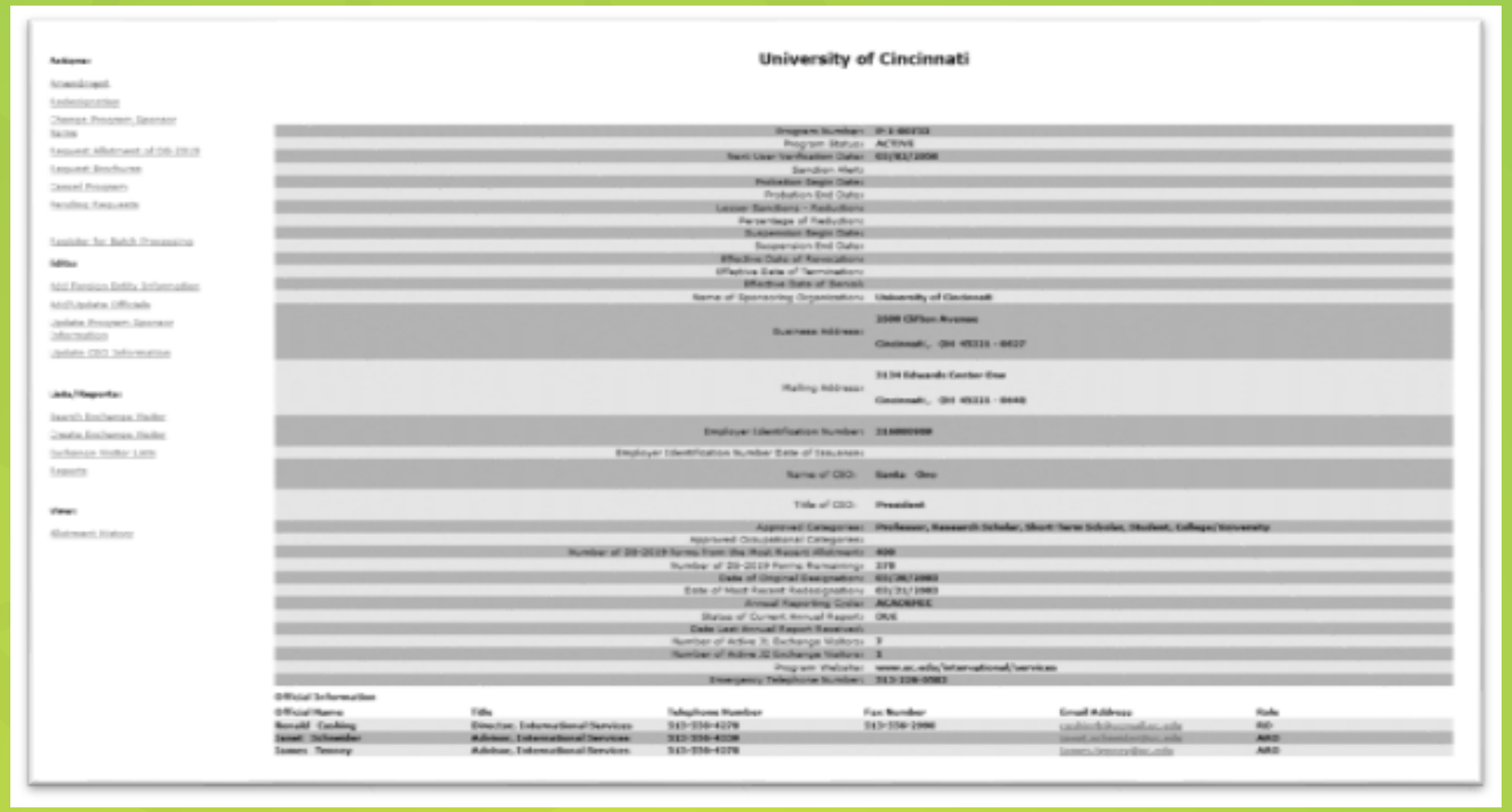
14. *Organization

I hereby certify that I am an officer of the above named organization with the title of Presdient ; that I am authorized by the Santa Ono ; to sign this certification and bind the organization and that a true copy of such authorization is on file with the Office of Designation, Private Sector Exchanges, or is attached.

Save Draft | Previous | Reset Values | Submit | Print Draft

Add/Update Officials

One of the most common edits will be the addition or deletion of Responsible Officers/ Alternate Responsible Officers. The RO is the only person who can add, delete, or update ARO's. All current RO/ARO's will be displayed at the bottom of the program sponsor information page.



University of Cincinnati

Program Number:	P-1-00733
Program Status:	ACTIVE
Next User Verification Date:	03/31/2006
Sanction Mark:	
Probation Begin Date:	
Probation End Date:	
Lesser Sanctions - Reductions:	
Percentage of Reductions:	
Suspension Begin Date:	
Suspension End Date:	
Effective Date of Revocations:	
Effective Date of Terminations:	
Effective Date of Denials:	
Name of Sponsoring Organization:	University of Cincinnati
Business Address:	2600 Clifton Avenue Cincinnati, , OH 45221 - 0627
Mailing Address:	3134 Edwards Center One Cincinnati, , OH 45221 - 0648
Employer Identification Number:	316000909
Employer Identification Number Date of Issuance:	
Name of CEO:	Santa Ono
Title of CEO:	President
Approved Categories:	Professor, Research Scholar, Short-Term Scholar, Student, College/University
Approved Occupational Categories:	
Number of DS-2019 forms from the Most Recent Allotment:	400
Number of DS-2019 Forms Remaining:	378
Date of Original Designation:	03/30/1983
Date of Most Recent Redesignation:	03/31/1983
Annual Reporting Cycle:	ACADEMIC
Status of Current Annual Report:	DUE
Date Last Annual Report Received:	
Number of Active J1 Exchange Visitors:	3
Number of Active J2 Exchange Visitors:	1
Program Website:	www.uc.edu/international/services
Emergency Telephone Number:	513-328-0583

Official Information

Official Name	Title	Telephone Number	Fax Number	Email Address	Role
Ronald Cushing	Director, International Services	513-556-4278	513-556-2990	cushinrb@ucmail.uc.edu	RO
Janet Schneider	Advisor, International Services	513-556-4108		janet.schneider@uc.edu	ARO
James Tenney	Advisor, International Services	513-556-4278		tenneyjs@uc.edu	ARO

Add/Update Officials

Click the "add/update officials" button under "Edits" to get started. You will be prompted to add a new official or "update" or "delete" an existing official. Just click the appropriate button and enter the requested information and click the "update information" button when done.

Official Information

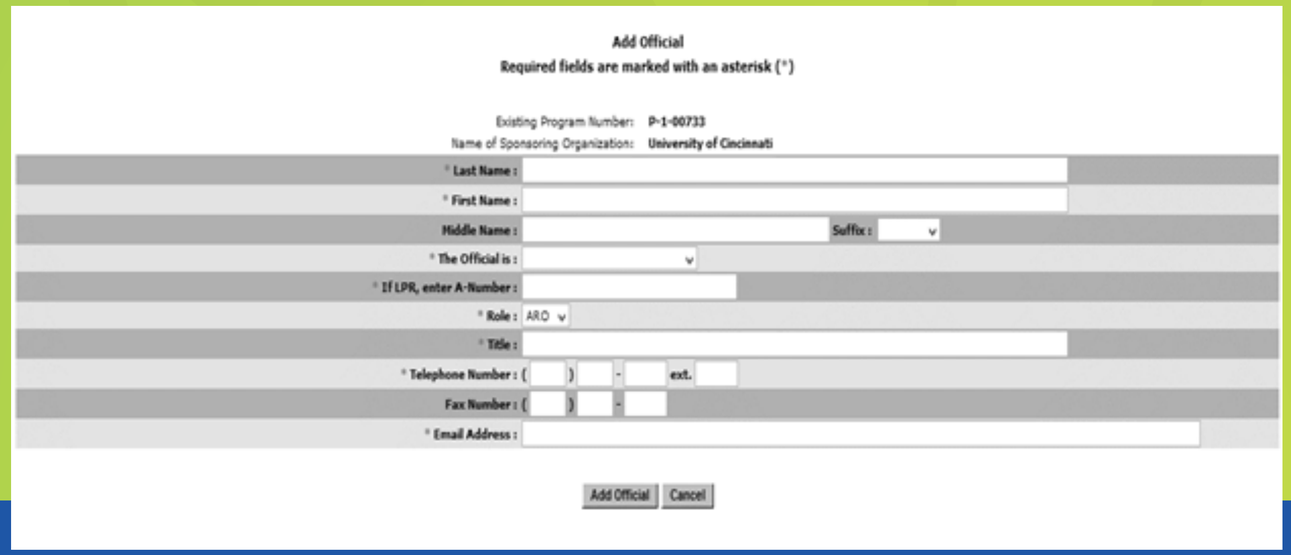
Official Name	Role	Title	Telephone Number	Fax Number	Email Address	Actions
Ronald Cushing	RO	Director, International Student Services	513-556-4278	513-556-0128	cushinrb@ucmail.uc.edu	Replace Update
Janet Schneider	ARO	Advisor, International Services	513-556-4229		janet.schneider@uc.edu	Update Delete Request Password Reset
Heather Sroufe	ARO	Advisor, International Services	513-556-4278		heather.sroufe@uc.edu	Update Delete Request Password Reset
James Tenney	ARO	Advisor, International Services	513-556-4278		james.tenney@uc.edu	Update Delete Request Password Reset

Add New Official Add Existing Official

Cancel

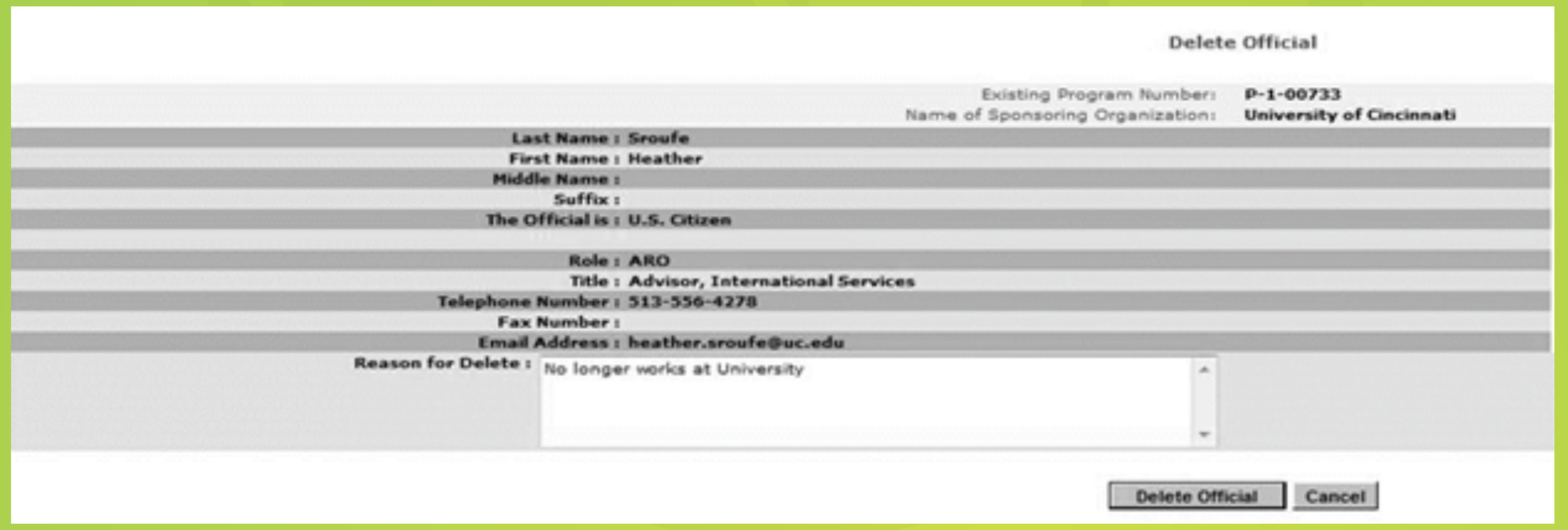
Add/Update Officials

To add a new official you will need to enter the last name and first name of the official. Next indicate if the official is a US citizen or Permanent Resident. If a Permanent Resident you need to add the "Alien" number from the Permanent Resident card. Then indicate if the official will be the Responsible Officer or Alternate Responsible Officer. Then add the title, phone number, fax number and email address for the official.



Add/Update Officials

When the RO or an ARO leaves the university he/she should be deleted from the list of officials. Click the "delete" button next the RO/ARO name, enter a reason for the action being taken, and click the "delete official" button.

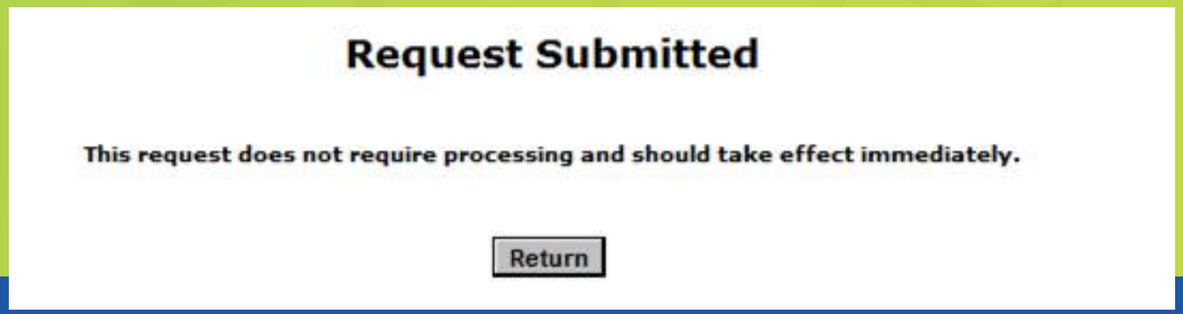


Changing Program Sponsor Name

If the name of your institution changes, you will need to use the "Change Program Sponsor Name" link. Enter the new name of your institution/organization and click the "Change Name" button.

Amending the DS-3036 or DS-3037

Certain fields can be updated without DHS adjudication. If the update does not require adjudication by the DHS, SEVIS will inform you that the update was completed successfully. However, if a submitted change requires ICE approval you will receive notification that the request is approved, denied, or further evidence is needed at a later date. All changes to the DS-3036 or DS-3037 should be made by the Responsible Officer (RO). If the RO ever leaves your institution or organization, he or she should assign the RO role to an existing ARO. The new RO can then delete the previous RO from SEVIS. You will receive a confirmation message once the update is submitted.



Amending the DS-3036 or DS-3037

Updated DS-3036/DS-3037's and supporting documents should be sent electronically to the email below.

Academic and Government Programs Division

U.S. Department of State Office of Designation

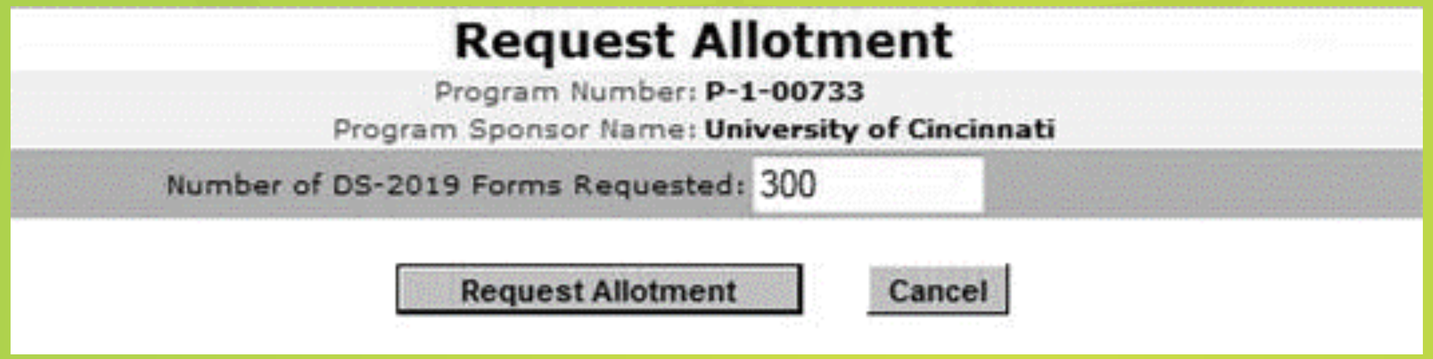
Academic and Government Programs Division ECA/EC/D, SA 44, Room 668 Washington, DC 20547-4406

Fax: 202-203-7779

Email: Agexchanges@state.gov

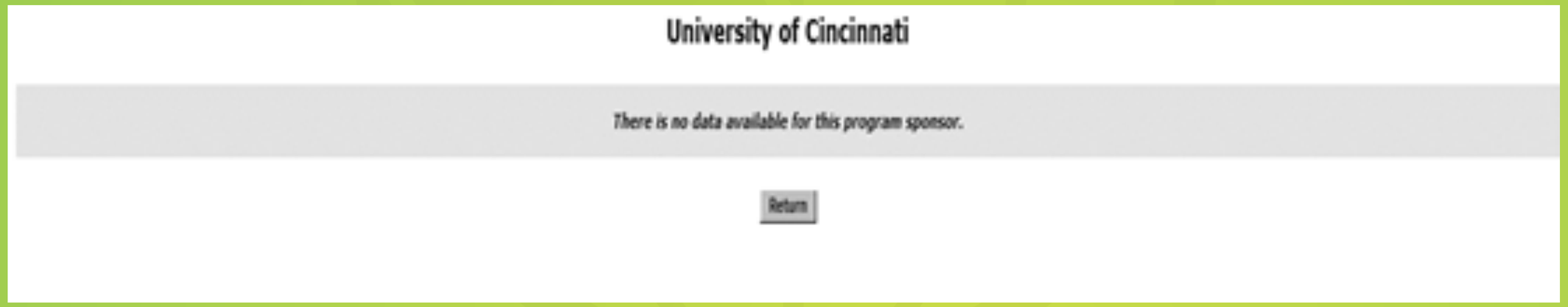
Requesting DS-2019's

Each program sponsor is given a specific number of DS-2019's to be issued during a given year. When the allotment of DS-2019's is getting low the RO will receive an alert that more DS-2019's need to be requested. Click the "Request Allotment of DS-2019" button to request more DS-2019's. Fill in the number you need for the next year and click the "Request Allotment" button. Once your allotment of DS-2019's has been used, no further DS-2019's can be issued until more are requested.



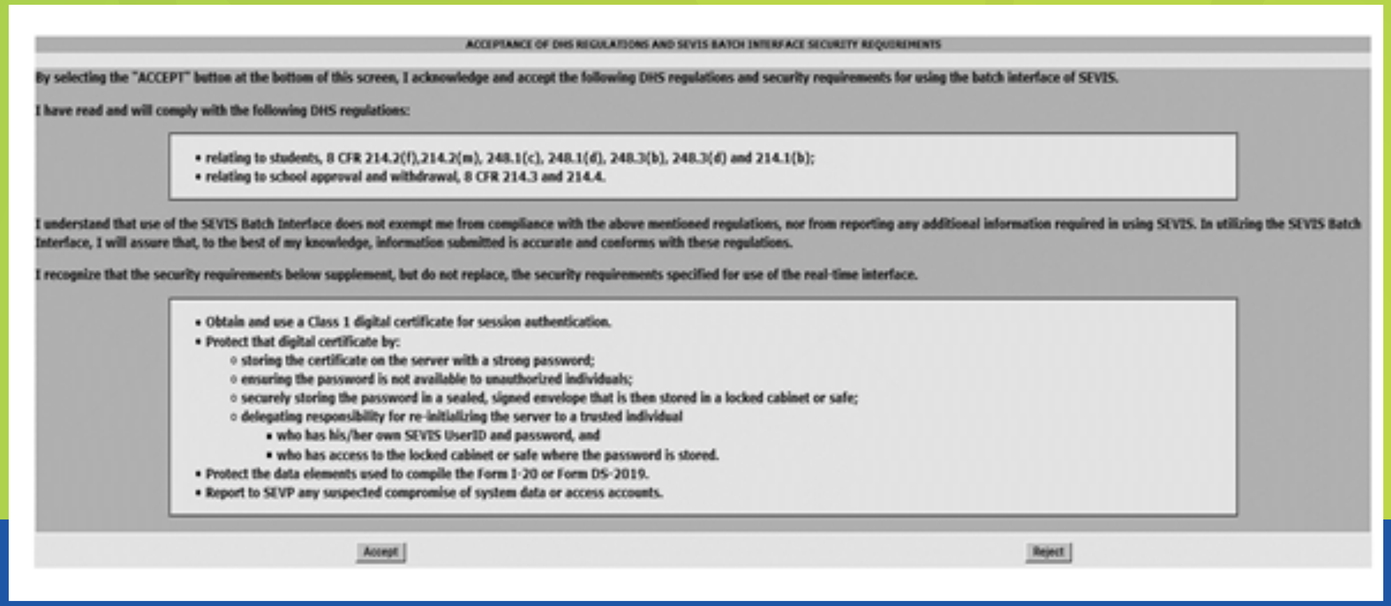
View Pending Requests

Anytime you submit a request for an update on any program information that requires review by DHS you can view what is pending under the “View Pending Requests” link. Whatever is pending will be displayed.



Registering for Batch Processing

SEVIS functionality allows institutions to batch report many pieces of data including validating program participation, changes to names, address, etc. To batch such information you have to upload a digital certificate to the system. When clicking the "Register for batch processing" button you will be prompted to accept the terms of batching. Click the "accept" button.



ACCEPTANCE OF DHS REGULATIONS AND SEVIS BATCH INTERFACE SECURITY REQUIREMENTS

By selecting the "ACCEPT" button at the bottom of this screen, I acknowledge and accept the following DHS regulations and security requirements for using the batch interface of SEVIS.

I have read and will comply with the following DHS regulations:

- relating to students, 8 CFR 214.2(f),214.2(m), 248.1(c), 248.1(d), 248.3(b), 248.3(d) and 214.1(b);
- relating to school approval and withdrawal, 8 CFR 214.3 and 214.4.

I understand that use of the SEVIS Batch Interface does not exempt me from compliance with the above mentioned regulations, nor from reporting any additional information required in using SEVIS. In utilizing the SEVIS Batch Interface, I will assure that, to the best of my knowledge, information submitted is accurate and conforms with these regulations.

I recognize that the security requirements below supplement, but do not replace, the security requirements specified for use of the real-time interface.

- Obtain and use a Class 1 digital certificate for session authentication.
- Protect that digital certificate by:
  - storing the certificate on the server with a strong password;
  - ensuring the password is not available to unauthorized individuals;
  - securely storing the password in a sealed, signed envelope that is then stored in a locked cabinet or safe;
  - delegating responsibility for re-initializing the server to a trusted individual
    - who has his/her own SEVIS UserID and password, and
    - who has access to the locked cabinet or safe where the password is stored.
- Protect the data elements used to compile the Form I-20 or Form DS-2019.
- Report to SEVP any suspected compromise of system data or access accounts.

Accept Reject

Registering for Batch Processing

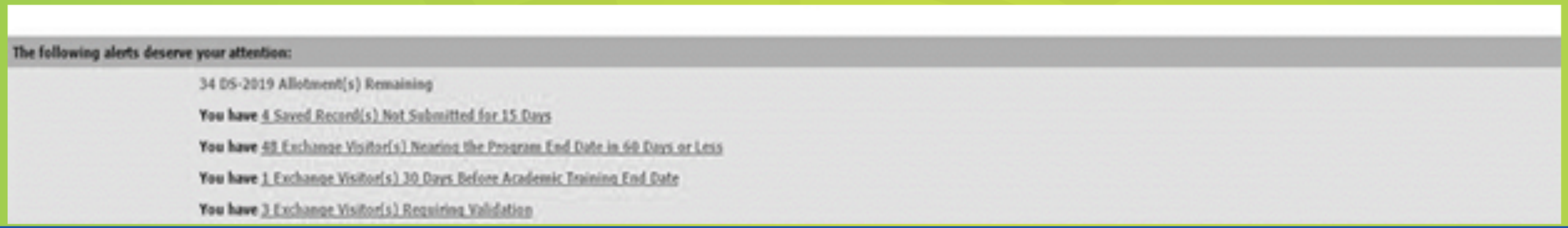
Next you will load the appropriate digital certificate. Use the browse button to find the file and click “upload”.

Managing Alerts

The alerts function is provided to give the RO/ARO advanced notification that something in SEVIS needs to be done or that something is going to occur. In most cases, these alerts are indicators that, according to the information currently in the system, the exchange visitor's status will change if some action is not taken within a certain number of days. If no action is taken, the system will automatically take action. For example, if a RO does not validate a program when a new exchange visitor arrives, SEVIS will generate an alert that the exchange visitor is now past the start date. In other cases the alert may be an indication that an administrative function needs to be performed. For example, the allotment of DS-2019's is close to being used up and more need to be requested.

Managing Alerts

The key for an RO/ARO, particularly the RO, is to know that the alert link exists and that he or she must click on it regularly to view the alerts and follow-up accordingly. Understanding what each alert means is important so a plan of action can be determined. Some alerts require immediate action while others may not require any action by the RO/ARO. You will only see an alert show up on the alerts screen if an exchange visitor or situation meets the criteria for the alert. Some weeks you may have multiple alerts while others you may have none.



Alerts

6-Month Redesignation Alert: This alert shows up 6 months prior to the expiration of your current designation and includes the date your program designation will expire. Complete the redesignation process in SEVIS, and submit a signed copy of the request (Form DS-3036) to the Department of State. You are supposed to apply for redesignation at least 90 days in advance of the program sponsorship end date so it is important to make sure you apply for redesignation within 90 days of this alert appearing.

Alerts

3-Month Redesignation Alert: This alert shows up 3 months prior to the expiration of your current designation and includes the date program designation will expire. Complete the redesignation process in SEVIS, and submit a signed copy of the request (Form DS-3036) to Department of State. You are supposed to apply for redesignation at least 90 days in advance of the program sponsorship end date so it is important to make sure you apply for redesignation when the 6-month redesignation alert appears.

Alerts

Allotment for DS-2019s Used: This reminder displays when a program has used 80% or more of its total allotment of Forms DS-2019. The alert shows the number of Forms remaining. Complete the allotment request in SEVIS prior to the current allotment running out.

Alerts

Annual Report Due in 30 Days or Less: This reminder displays on the first day of the month in which the annual report is due. It will be removed when the Department of State enters the date the report was received into SEVIS or when the due date is in the past. Generate and print the annual report using SEVIS. Submit the report to the Department of State each year by the date stipulated on the program's designation or redesignation letter.

Alerts

Annual Report Past Due Date: This reminder will display the day following the annual report due date if the Department of State has not entered the date the report was received into SEVIS. The reminder will be removed once the receipt date is entered or the next annual report is due. Generate and print the annual report using SEVIS. Submit the report to the Department of State as soon as possible.

Alerts

Child Dependent(s) Nearing Their 21st Birthday in 90 Days: This reminder displays 90 days prior to a dependent child's 21st birthday. An RO or ARO may notify the Exchange Visitor to take appropriate action, such as request change of status for the dependent, or have the dependent prepare to leave the United States.

Alerts

Exchange Visitor(s) 15 Days Beyond Effective Date of Transfer: This reminder displays for the receiving sponsor when the Exchange Visitor's status is in "Transferred" status and the current date is greater than or equal to 15 days after the effective date of transfer identified in SEVIS. Validate the transfer Exchange Visitor's program participation; otherwise, the system will automatically set the status of the Exchange Visitor and dependents, if any, to No Show 30 days after the effective date of transfer identified in SEVIS.

Alerts

Exchange Visitor(s) 15 Days Beyond Program Start Date: This reminder displays only when an Exchange Visitor record has a status of Initial and it is 15 days or more after the Exchange Visitor's program begin date identified in SEVIS. An RO or ARO may set the EV's status to Active (if the Exchange Visitor reports, validate his or her program participation), No Show, or Invalid. In addition, the RO or ARO may amend the program start date and/or end date if it is known that the Exchange Visitor will be arriving at a later date.

Alerts

Exchange Visitor(s) 15 Days Beyond Program Start Date With Approved Change of Status: This reminder displays only when an Exchange Visitor record has a status of Initial and it is 15 days after the change of status request was approved. An RO or ARO may set the Exchange Visitor's status to Active (if the change of status is approved and the Exchange Visitor reports), No Show, or Invalid. In addition, the RO or ARO may amend the program start date and/or end date if it is known that the Exchange Visitor will be arriving at a later date or the change of status has not been approved.

Alerts

Exchange Visitor(s) 25 Days Beyond Effective Date of Transfer: This reminder displays for the receiving sponsor when the Exchange Visitor's status is Transferred and the current date is 25 days or more after the effective date of transfer identified in SEVIS. Validate the transfer Exchange Visitor's program participation; otherwise, the system will automatically set the status of the Exchange Visitor and dependents, if any, to No Show 30 days after the effective date of transfer identified in SEVIS.

Alerts

Exchange Visitor(s) 30 Days Before Academic Training End Date: This reminder displays when an Exchange Visitor's current segment of academic training will end in 30 days or less. An RO or ARO may update the academic training end date. If no action is taken by the RO or ARO, the segment of training that triggered the alert will end and the Exchange Visitor's SEVIS status will remain Active.

Alerts

Exchange Visitor(s) Nearing the Program End Date in 60 Days or Less: This reminder displays 60 days prior to the Exchange Visitor's program end date listed in SEVIS. An RO or ARO may complete an extension within the maximum duration of participation. If no action is taken by an RO or ARO, the Exchange Visitor's status will change from Active to Inactive the day after the program end date identified in SEVIS.

Alerts

Out of Country Exchange Visitors: This reminder displays 30 days prior to the out of country end date for professors and research scholars who are currently participating in their programs outside the United States. An RO or ARO may update the out of country end date. If no action is taken by an RO or ARO, the out of country reason will be removed from the Exchange Visitor's SEVIS record on the out of country end date. The Exchange Visitor's SEVIS status will remain Active if the EV's program end date is later than the out of country end date.

Alerts

RO/ARO Users Who Have Not Logged In to SEVIS in 30 Days: This reminder displays for all ROs and AROs who have not logged into SEVIS for 30 days. The RO or ARO must log into SEVIS. If the RO or ARO does not log into SEVIS for more than 45 days, his or her user ID will be deactivated.

Alerts

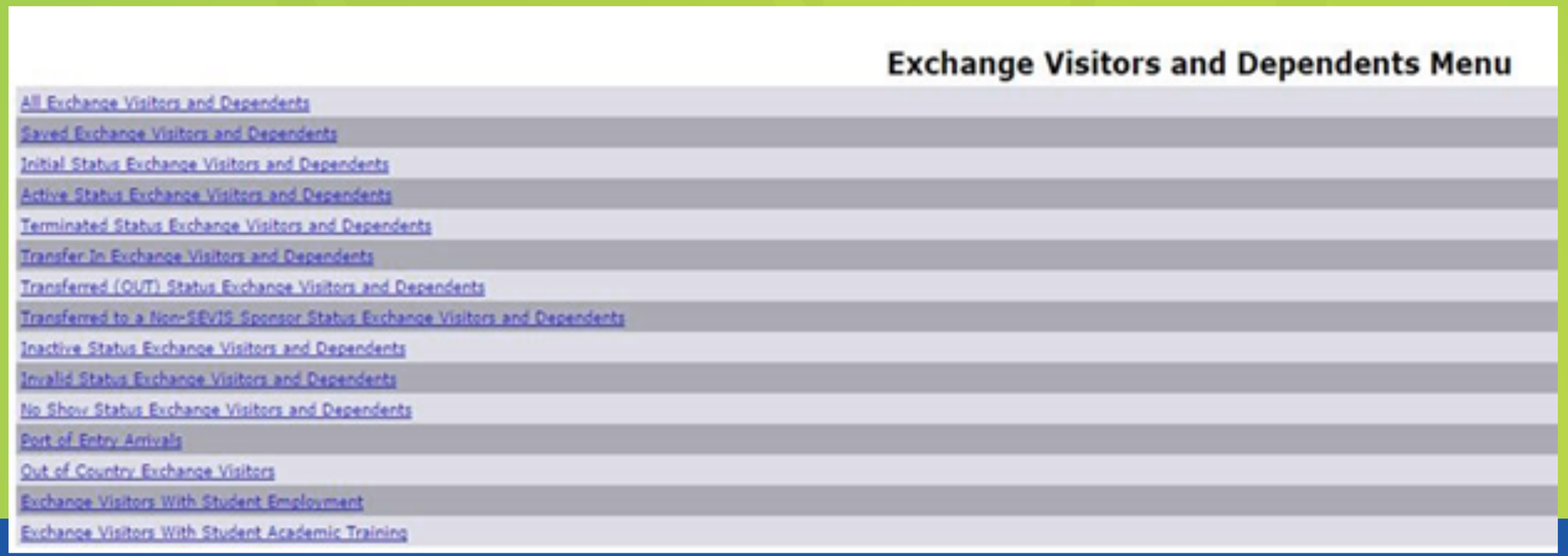
Saved Record(s) not Submitted for 15 Days: This reminder displays when Exchange Visitor records are in draft status and the current date is 15 days or more past the date of the last update in SEVIS. Complete and submit the records in SEVIS. Otherwise, the system will automatically delete any records in draft status if action has not been taken on the records within 45 days.

Alerts

Exchange Visitor(s) Requiring Validation: This alert appears when, after 10 days or more after the program begin date the status is in "initial" status. This includes those entering the U.S. from abroad, those transferring to your institution and those with a pending change of status to J-1. Once the Exchange Visitor arrives or the change of status is approved you should validate the program to make the record active or amend the program to a later start date.

Lists

From the Exchange Visitors and Dependents Menu RO's/ARO's can access a host of lists that detail different things about their exchange visitors, including who is active, who is in initial status, who has transferred in or out, etc. Just click on the "lists" link to see all the options.



Lists

List of "All Exchange Visitors and Dependents": This list contains information on all exchange visitors within your designation regardless of status (i.e. active, initial, completed, terminated, etc.).

List of All Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Status	Date of Last Status Change	Program Begin Date	Program End Date
N0000149070	Bearcat	Joseph	J-1	INITIAL	07/27/2015	10/01/2015	09/30/2020
N0000126226	Bearcat	Joseph	J-1	ACTIVE	05/02/2012	09/01/2010	08/31/2015
N0000057085	BENNOUNA	HANNA	J-2	TERMINATED	05/02/2012	04/08/2003	10/13/2003
N0000057084	BENNOUNA	MOUSNI	J-1	TERMINATED	05/02/2012	04/08/2003	10/13/2003
N0000133271	Bond	James	J-1	ACTIVE	05/02/2012	09/01/2012	08/31/2015
N0000133472	Braun	Charlie	J-1	ACTIVE	06/12/2012	06/01/2012	05/31/2013
N0000133473	Braun	Lucy	J-2	ACTIVE	06/12/2012	06/01/2012	05/31/2013
N0000149106	Burce Wayne		J-1	INITIAL	07/29/2015	09/01/2015	08/31/2020
N0000059499	EL ROUCI	OMAR	J-1	INITIAL	04/10/2003	05/01/2003	05/01/2005
N0000133471	Flinstone	Fred	J-1	ACTIVE	05/02/2012	05/02/2012	05/01/2013
N0000059500	GRISSBY	PETA LOUISE	J-1	INITIAL	04/10/2003	05/01/2003	01/31/2006
N0000057076	JASPER	JOHANNES	J-1	INITIAL	04/07/2003	04/08/2003	09/01/2003
N0000059501	KOORNHOFF	ANNEMART	J-1	ACTIVE	05/02/2012	06/01/2003	09/30/2003
N0000057086	LAPIZCO BECNAS	BLANCA HAZALIA	J-1	INITIAL	04/07/2003	04/08/2003	02/03/2004
N0000059502	OSAWA	KYUICHI	J-1	INITIAL	04/10/2003	05/01/2003	05/01/2004
N0000133731	Parker	Peter	J-1	INITIAL	06/12/2012	09/01/2012	08/31/2014
N0000059074	SHARAF	MOHAMMED	J-1	INITIAL	03/24/2003	03/25/2003	05/01/2003
N0000057087	SHIRATA	KANAKO	J-1	INITIAL	04/07/2003	04/08/2003	08/31/2003
	Skywalker	Luke	J-1	DRAFT	05/02/2012	09/01/2012	08/31/2017
N0000057088	SUCHROS	TOMASZ	J-1	INITIAL	04/07/2003	04/08/2003	05/04/2004

22 Rows 1 2 [Next>>]

Lists

List of "Saved Exchange Visitors and Dependents": This list contains all exchange visitors for whom you have created (or partially created) a DS-2019 but have yet to submit/print. While in "saved" status any part of DS-2019 can be edited.

List of Saved Exchange Visitors and Dependents

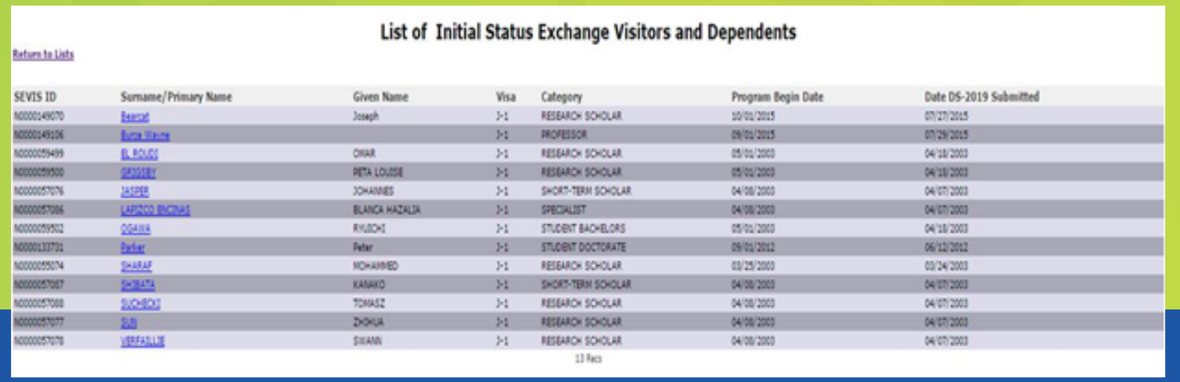
Return to Lists

Date Saved	Family Name	First Name	Gender	Visa	Date of Birth	Country of Birth	Country of Citizenship
05/02/2012	Skywalker	Luke	MALE	J-1	12/18/1964	AFGHANISTAN	AFGHANISTAN

1 Recs

Lists

List of "Initial Status Exchange Visitors and Dependents": This list contains all exchange visitors who have been issued a DS-2019 but who have yet to enter the U.S. and begin their program. It also includes exchange visitors who have applied for a change of status to J-1 whose applications have yet to be approved. While in "initial" status the RO/ARO can "cancel" the exchange visitor, "Alter" the program dates, "validate" the Exchange Visitor, "terminate" the exchange visitor, "add dependents", or "update" financial, personal or program information.



List of Initial Status Exchange Visitors and Dependents

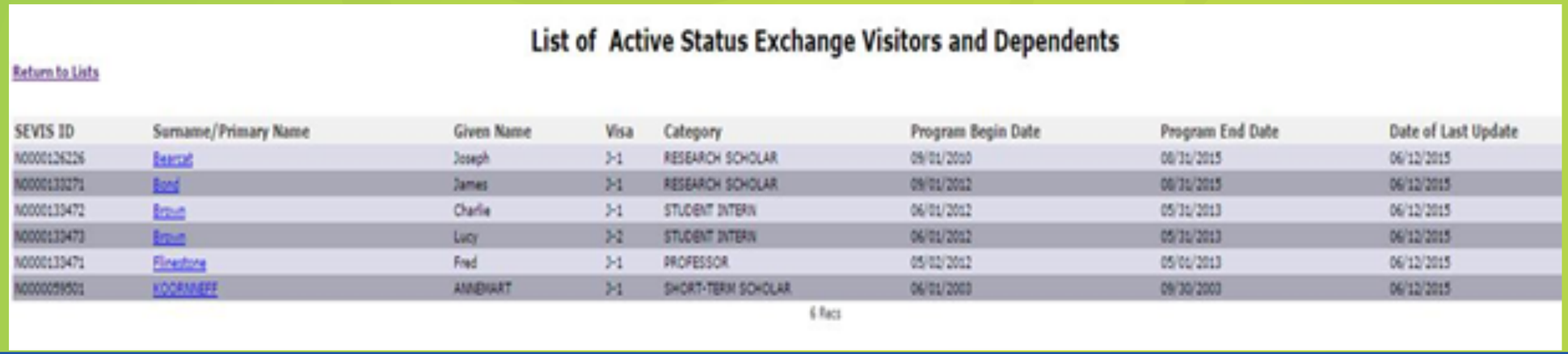
Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Program Begin Date	Date DS-2019 Submitted
N0000149070	Bearcat	Joseph	J-1	RESEARCH SCHOLAR	10/01/2015	07/27/2015
N0000149106	Bucce Wayne		J-1	PROFESSOR	09/01/2015	07/29/2015
N0000059499	EL ROUDS	OMAR	J-1	RESEARCH SCHOLAR	05/01/2003	04/18/2003
N0000059500	GRIGSBY	PETA LOUISE	J-1	RESEARCH SCHOLAR	05/01/2003	04/18/2003
N0000057076	JASPER	JOHANNES	J-1	SHORT-TERM SCHOLAR	04/08/2003	04/07/2003
N0000057086	LAMPOCO BUCINAS	BLANCA HAZALIA	J-1	SPECIALIST	04/08/2003	04/07/2003
N0000059502	OGAWA	RYUICHI	J-1	STUDENT BACHELORS	05/01/2003	04/18/2003
N0000133731	Parker	Peter	J-1	STUDENT DOCTORATE	09/01/2012	06/12/2012
N0000055074	SHARAF	MOHAMMED	J-1	RESEARCH SCHOLAR	03/25/2003	03/24/2003
N0000057087	SHIBATA	KANAKO	J-1	SHORT-TERM SCHOLAR	04/08/2003	04/07/2003
N0000057088	SUCHECKI	TOMASZ	J-1	RESEARCH SCHOLAR	04/08/2003	04/07/2003
N0000057077	SUN	ZHIHUA	J-1	RESEARCH SCHOLAR	04/08/2003	04/07/2003
N0000057078	VERFAILLIE	SWANN	J-1	RESEARCH SCHOLAR	04/08/2003	04/07/2003

13 Recs

Lists

List of "Active Exchange Visitors and Dependents": This list contains all exchange visitors who are currently participating in exchange visitor activities at your institution or organization and who are otherwise maintaining proper status.



List of Active Status Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Program Begin Date	Program End Date	Date of Last Update
N0000126226	Bearcat	Joseph	J-1	RESEARCH SCHOLAR	09/01/2010	08/31/2015	06/12/2015
N0000130271	Bond	James	J-1	RESEARCH SCHOLAR	09/01/2012	08/31/2015	06/12/2015
N0000130472	Brown	Charlie	J-1	STUDENT INTERN	06/01/2012	05/31/2013	06/12/2015
N0000130473	Brown	Lucy	J-2	STUDENT INTERN	06/01/2012	05/31/2013	06/12/2015
N0000130471	Flintstone	Fred	J-1	PROFESSOR	05/01/2012	05/01/2013	06/12/2015
N0000059501	KOORNNEEF	ANNEMART	J-1	SHORT-TERM SCHOLAR	06/01/2003	09/30/2003	06/12/2015

6 Recs

Lists

List of "Terminated Status Exchange Visitors and Dependents": This list contains the names of any exchange visitor who has been terminated by an RO/ARO.

List of Terminated Status Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Reason for Termination	Date of Termination
N0000057085	BRINOLIA	HANA	J-2	STUDENT DOCTORATE	TERMINATED WHEN J-1 WAS TERMINATED	05/01/2012
N0000057084	BRINOLIA	HOUSNI	J-1	STUDENT DOCTORATE	FAILURE TO PURSUE EV PROGRAM ACTIVITIES	05/01/2012

2 Recs

Lists

List of "Transferred In Exchange Visitors and Dependents": This list contains the names of all exchange visitors who have transferred in to your institution/organization.

List of Transfer In Exchange Visitors and Dependents

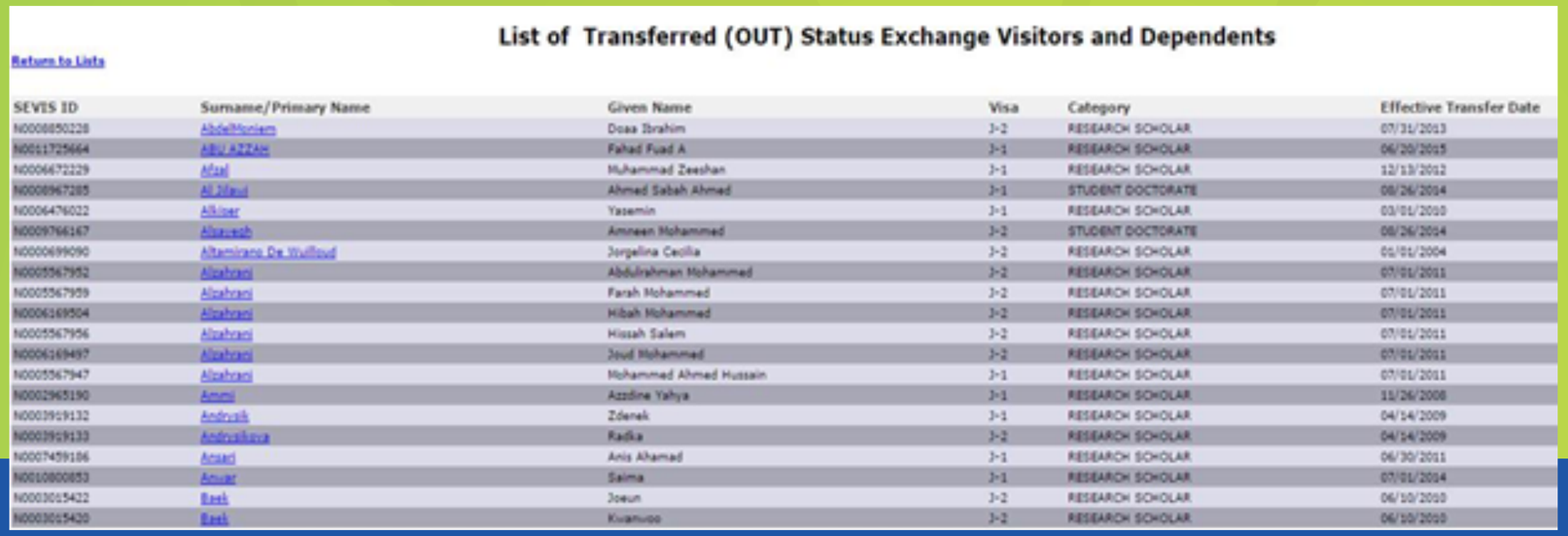
Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Effective Transfer Date
N0013104720	LIU	Jiang	J-1	RESEARCH SCHOLAR	10/01/2015
N0011602307	WU	Feng	J-2	RESEARCH SCHOLAR	10/01/2015
N0011602312	ZHU	Hengyu	J-2	RESEARCH SCHOLAR	10/01/2015
N0011602595	ZHU	Xiaobao	J-1	RESEARCH SCHOLAR	10/01/2015

4 Rows

Lists

List of "Transferred Out Exchange Visitors and Dependents": This list contains the names of all exchange visitors who have transferred from your institution/organization to another exchange visitor program.



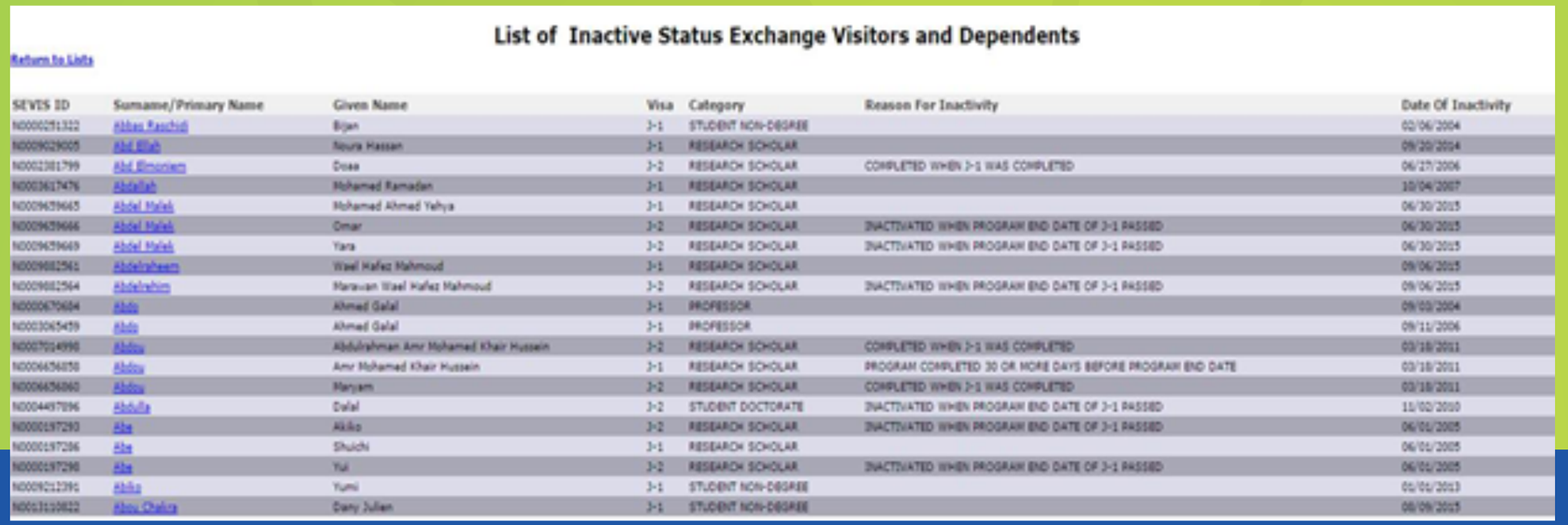
List of Transferred (OUT) Status Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Effective Transfer Date
N0008850228	AbdelMoniem	Doaa Ibrahim	J-2	RESEARCH SCHOLAR	07/31/2013
N0011725664	ABU AZZAH	Fahad Fuad A	J-1	RESEARCH SCHOLAR	06/20/2015
N0006672229	Afzal	Muhammad Zeeshan	J-1	RESEARCH SCHOLAR	12/13/2012
N0008967285	Al Jilaui	Ahmed Sabah Ahmed	J-1	STUDENT DOCTORATE	08/26/2014
N0006476022	Alkiser	Yasemin	J-1	RESEARCH SCHOLAR	03/01/2010
N0009766167	Alqaysh	Ameen Mohammed	J-2	STUDENT DOCTORATE	08/26/2014
N0000699090	Altamirano De Wulfoud	Jorgelina Cecilia	J-2	RESEARCH SCHOLAR	06/01/2004
N0005567952	Alzahrani	Abdulrahman Mohammed	J-2	RESEARCH SCHOLAR	07/01/2011
N0005567959	Alzahrani	Farah Mohammed	J-2	RESEARCH SCHOLAR	07/01/2011
N0006169504	Alzahrani	Hibah Mohammed	J-2	RESEARCH SCHOLAR	07/01/2011
N0005567956	Alzahrani	Hissah Salem	J-2	RESEARCH SCHOLAR	07/01/2011
N0006169497	Alzahrani	Joud Mohammed	J-2	RESEARCH SCHOLAR	07/01/2011
N0005567947	Alzahrani	Mohammad Ahmed Hussain	J-1	RESEARCH SCHOLAR	07/01/2011
N0002965190	Ammi	Azzdine Yahya	J-1	RESEARCH SCHOLAR	11/26/2008
N0003919132	Andrysik	Zdenek	J-1	RESEARCH SCHOLAR	04/14/2009
N0003919133	Andrysikova	Radka	J-2	RESEARCH SCHOLAR	04/14/2009
N0007459186	Ansari	Anis Ahamad	J-1	RESEARCH SCHOLAR	06/30/2011
N0010800853	Anwar	Saima	J-1	RESEARCH SCHOLAR	07/01/2014
N0003015422	Baek	Joeun	J-2	RESEARCH SCHOLAR	06/10/2010
N0003015420	Baek	Kwanuoo	J-2	RESEARCH SCHOLAR	06/10/2010

Lists

List of "Inactive Exchange Visitors and Dependents": This list contains the names of exchange visitors who were once active and now are not. It will also indicate the reason they are no longer valid (i.e. program end date has passed, etc.).



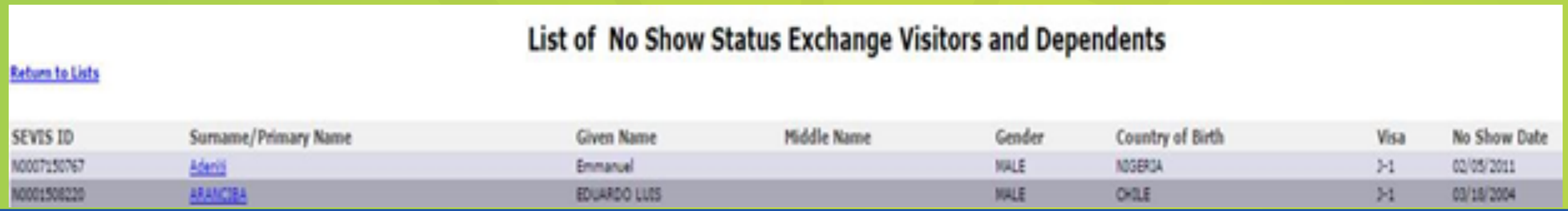
List of Inactive Status Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Reason For Inactivity	Date Of Inactivity
N0000291322	Abbas Rashidi	Bijan	J-1	STUDENT NON-DEGREE		02/06/2004
N0009029005	Abd Allah	Noura Hassan	J-1	RESEARCH SCHOLAR		09/20/2014
N0001381799	Abd Elmoniem	Doaa	J-2	RESEARCH SCHOLAR	COMPLETED WHEN J-1 WAS COMPLETED	06/27/2006
N0003617476	Abdallah	Mohamed Ramadan	J-1	RESEARCH SCHOLAR		10/04/2007
N0009659665	Abdel Malek	Mohamed Ahmed Yehya	J-1	RESEARCH SCHOLAR		06/30/2015
N0009659666	Abdel Malek	Omar	J-2	RESEARCH SCHOLAR	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	06/30/2015
N0009659669	Abdel Malek	Yara	J-2	RESEARCH SCHOLAR	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	06/30/2015
N0009682561	Abdelraheem	Wael Hafez Mahmoud	J-1	RESEARCH SCHOLAR		09/06/2015
N0009682564	Abdelrahim	Marawan Wael Hafez Mahmoud	J-2	RESEARCH SCHOLAR	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	09/06/2015
N0000675684	Abdo	Ahmed Galal	J-1	PROFESSOR		09/03/2004
N0003065459	Abdo	Ahmed Galal	J-1	PROFESSOR		09/11/2006
N0007014998	Abdou	Abdulrahman Amr Mohamed Khair Hussein	J-2	RESEARCH SCHOLAR	COMPLETED WHEN J-1 WAS COMPLETED	03/18/2011
N0006656858	Abdou	Amr Mohamed Khair Hussein	J-1	RESEARCH SCHOLAR	PROGRAM COMPLETED 30 OR MORE DAYS BEFORE PROGRAM END DATE	03/18/2011
N0006656860	Abdou	Maryam	J-2	RESEARCH SCHOLAR	COMPLETED WHEN J-1 WAS COMPLETED	03/18/2011
N0004457096	Abdulla	Dalal	J-2	STUDENT DOCTORATE	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	11/02/2010
N0000197293	Abe	Akiko	J-2	RESEARCH SCHOLAR	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	06/01/2005
N0000197206	Abe	Shuichi	J-1	RESEARCH SCHOLAR		06/01/2005
N0000197298	Abe	Yui	J-2	RESEARCH SCHOLAR	INACTIVATED WHEN PROGRAM END DATE OF J-1 PASSED	06/01/2005
N0009212391	Abiko	Yumi	J-1	STUDENT NON-DEGREE		01/01/2013
N0013110822	Abou Chakra	Dany Julien	J-1	STUDENT NON-DEGREE		08/09/2015

Lists

List of "No Show Exchange Visitors and Dependents": This list contains the names of exchange visitors who used your DS-2019 to enter the U.S. but never reported to your institution and were not validated. RO/ARO's should make sure they are monitoring port of entry and exchange visitors requiring validation alerts to ensure Exchange Visitor's don't end up on the list.



List of No Show Status Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Middle Name	Gender	Country of Birth	Visa	No Show Date
N0007150767	Adeniji	Emmanuel		MALE	NIGERIA	J-1	02/05/2011
N0001508220	ARANCIBIA	EDUARDO LUIS		MALE	CHILE	J-1	03/18/2004

Lists

List of "Port of Entry Exchange Visitors and Dependents": This list contains the names of exchange visitors who used your DS-2019 to enter the U.S. and what their current status is (active; initial; inactive; no show, etc.).

List of Port of Entry Arrivals

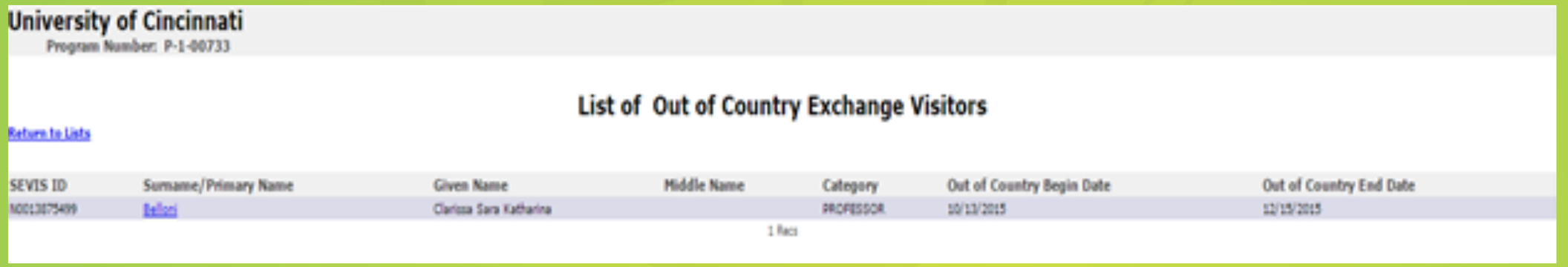
Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Status	Date of Last Status Change	Program Begin Date	Program End Date
N0000251322	Abbas Rashidi	Bijan	J-1	INACTIVE	02/06/2004	03/14/2003	09/24/2003
N0001014794	Adamczak	Astryda Anna	J-2	INACTIVE	06/01/2004	06/19/2003	05/31/2004
N0001014772	Adamczak	Rafal	J-1	INACTIVE	06/01/2004	06/19/2003	05/31/2004
N0007150767	Adanis	Emmanuel	J-1	NO SHOW	02/05/2011	01/10/2011	02/04/2011
N0001048732	ANDRADE	ROSA MERCEDES	J-1	TERMINATED	06/29/2005	06/25/2003	06/30/2005
N0001508220	ARANCIBIA	EDUARDO LUIS	J-1	NO SHOW	03/18/2004	01/02/2004	06/30/2004
N0001080227	ASPINALL	DEREK MARTIN	J-2	INACTIVE	11/01/2007	07/01/2003	10/31/2007
N0001025789	Bedard	Angela	J-2	INACTIVE	08/01/2005	06/20/2003	07/31/2005
N0001025764	Bedard	James Edward John	J-1	INACTIVE	08/01/2005	06/20/2003	07/31/2005
N0000479060	Bedard	Valerie	J-1	INACTIVE	09/01/2005	04/17/2003	08/31/2005
N0000900900	BÇHAÇI	İSMAİL HAKKI	J-1	INACTIVE	02/06/2004	06/17/2003	09/01/2003
N0001048734	BUENA QUINADA	GENOVEVA	J-1	TERMINATED	10/31/2003	06/25/2003	09/30/2003
N0000140366	carreon valencia	Tania	J-1	INACTIVE	10/01/2004	02/05/2003	09/30/2004
N0007474094	CHEN	HSI MING	J-1	INACTIVE	05/04/2011	09/28/2010	08/31/2011
N0001028126	CHING	CHIH CHIEN	J-1	INACTIVE	02/06/2004	06/24/2003	01/31/2004
N0005671042	Chang	Peng	J-1	INACTIVE	11/01/2010	11/21/2008	10/31/2010
N0001028127	CIAMPI	RAFFAELE	J-1	INACTIVE	07/01/2005	06/24/2003	06/30/2005
N0000844122	Cruz	Martha Elena	J-1	INACTIVE	07/01/2006	05/28/2003	06/30/2006
N0001153778	De Mallet Burgess	Thomas Henry	J-1	INACTIVE	02/06/2004	07/11/2003	08/31/2003
N0001153796	De Mallett Burgess	Jeault Sophie	J-2	INACTIVE	02/06/2004	07/11/2003	08/31/2003

157 Recs 1 2 3 4 5 6 7 8 [Next >>]

Lists

List of "Out of Country Exchange Visitors and Dependents": This list contains the names of exchange visitors who are currently engaging in exchange visitor program activities outside the U.S. These EV's are still active and accruing time as an EV.



University of Cincinnati

Program Number: P-1-00733

List of Out of Country Exchange Visitors

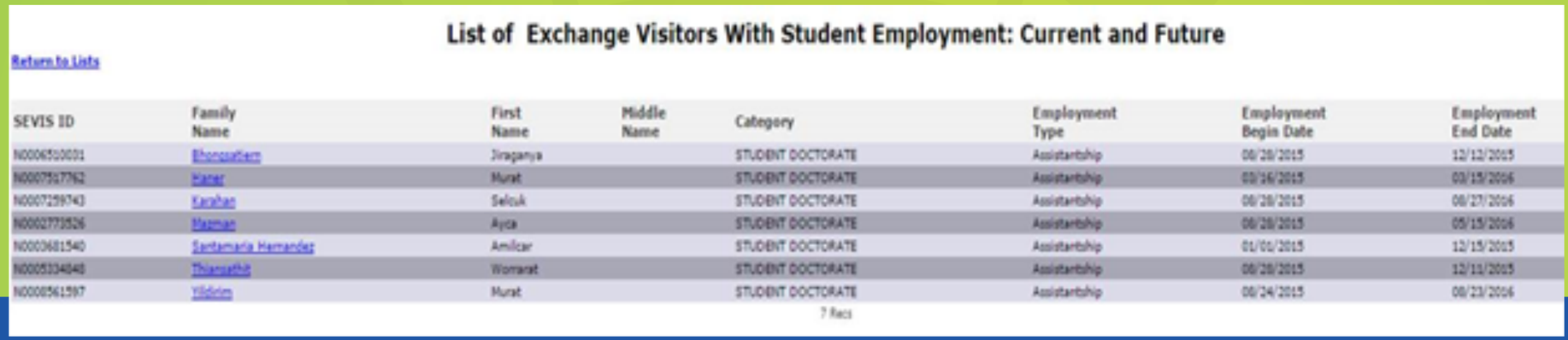
Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Middle Name	Category	Out of Country Begin Date	Out of Country End Date
N0013075499	Bellori	Clarissa Sara Katharina		PROFESSOR	10/13/2015	12/15/2015

1 Recs

Lists

List of "Exchange Visitors with Student Employment: Current and Future": This list contains the names of student exchange visitors who have been authorized for student employment. It includes the type of employment that has been authorized (on premises; assistantship, etc.).



List of Exchange Visitors With Student Employment: Current and Future

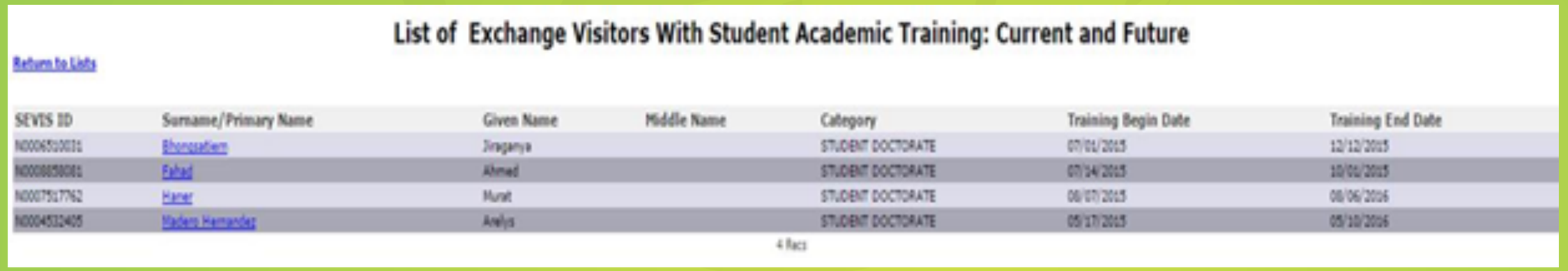
Return to Lists

SEVIS ID	Family Name	First Name	Middle Name	Category	Employment Type	Employment Begin Date	Employment End Date
N0006510031	Bhogoibiem	Jiraganya		STUDENT DOCTORATE	Assistantship	08/28/2015	12/12/2015
N0007517762	Haner	Murat		STUDENT DOCTORATE	Assistantship	03/16/2015	03/15/2016
N0007259743	Karahan	Selcuk		STUDENT DOCTORATE	Assistantship	08/28/2015	08/27/2016
N0002773526	Mazman	Ayca		STUDENT DOCTORATE	Assistantship	08/28/2015	05/15/2016
N0003681540	Santamaria Hernandez	Amilcar		STUDENT DOCTORATE	Assistantship	01/01/2015	12/15/2015
N0005334848	Thiansathit	Worrarat		STUDENT DOCTORATE	Assistantship	08/28/2015	12/11/2015
N0000561597	Yildirim	Murat		STUDENT DOCTORATE	Assistantship	08/24/2015	08/23/2016

7 Recs

Lists

List of "Exchange Visitors With Academic Training: Current and Future": This list contains the names of student exchange visitors who have been authorized for Academic Training. It includes the dates of the employment.



List of Exchange Visitors With Student Academic Training: Current and Future

Return to Lists

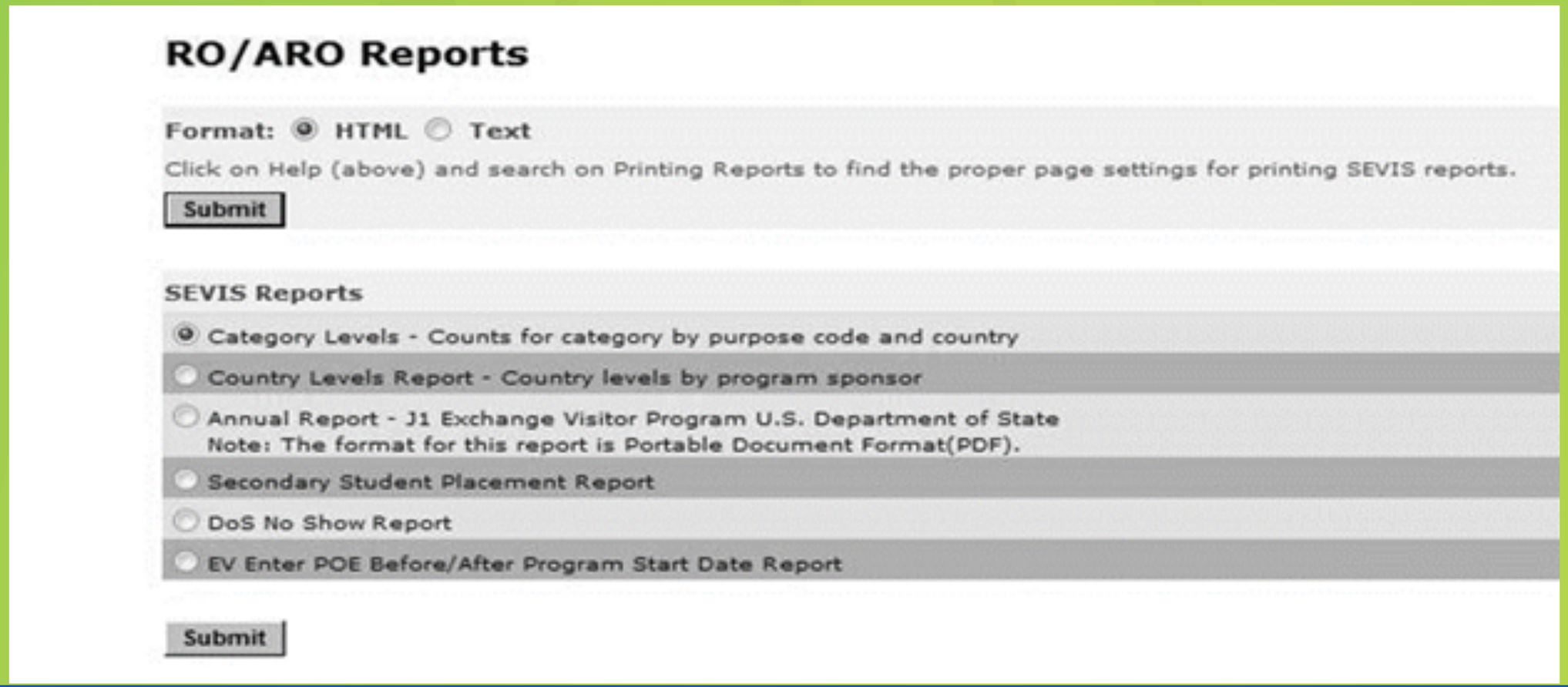
SEVIS ID	Surname/Primary Name	Given Name	Middle Name	Category	Training Begin Date	Training End Date
N0006510031	Bhongsatiern	Jiraganya		STUDENT DOCTORATE	07/01/2015	12/12/2015
N0008058081	Fahad	Ahmad		STUDENT DOCTORATE	07/14/2015	10/01/2015
N0007517762	Haner	Murat		STUDENT DOCTORATE	08/07/2015	08/06/2016
N0004532405	Madera Hernandez	Arelys		STUDENT DOCTORATE	05/17/2015	05/10/2016

4 Rec's

Reports

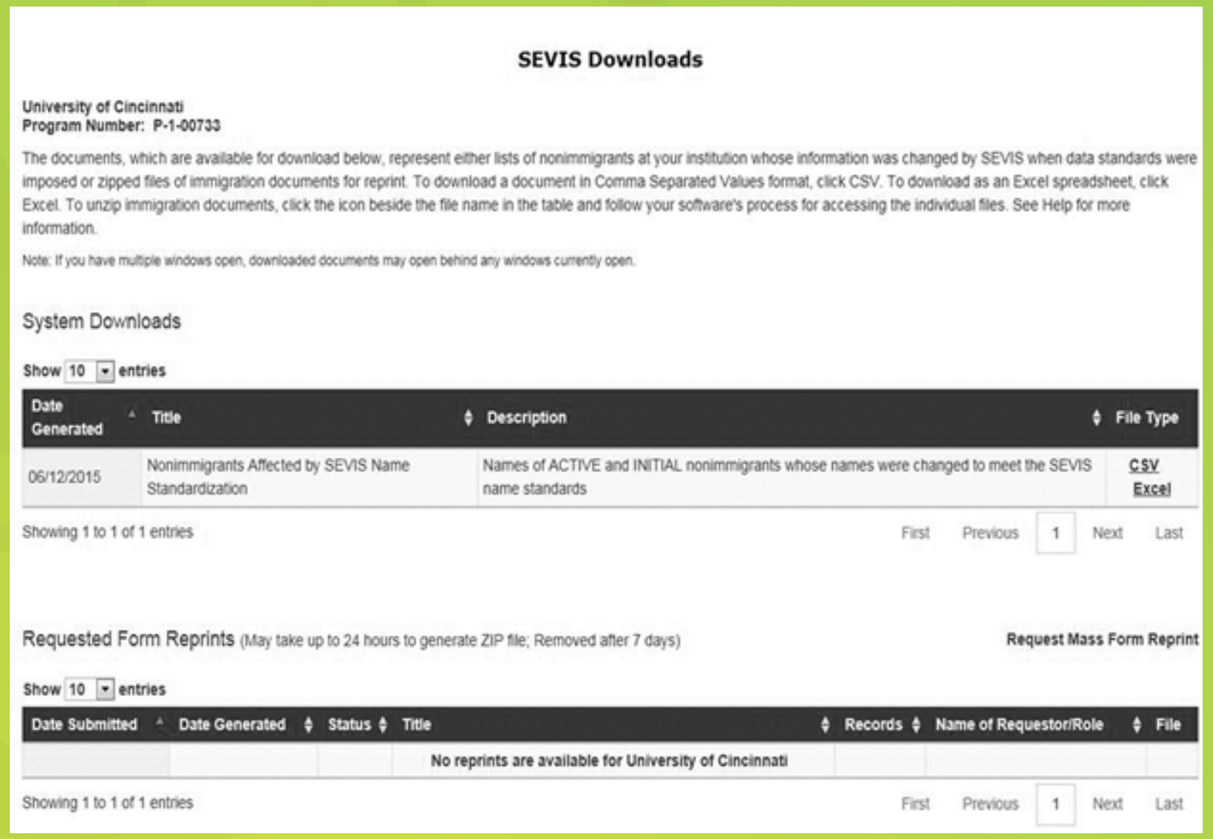
SEVIS will allow the RO/ARO to run reports on various data within SEVIS for its exchange visitors. The RO/ARO will click on the "Reports" link. The RO/ARO will select a format for the report. The options are "HTML" or "Text". The RO/ARO can run reports on exchange visitors, by category, by country, etc. It is here where the RO will also run the required annual report. Each program sponsor is required to prepare a report on exchange visitor usage. Sponsors working on the academic year submit their annual report during July, those working on the fiscal year submit their report during October, and those working on the calendar year submit their report during January. The RO/ARO should click on the desired report and hit the "submit" button.

Reports


RO/ARO Reports
Format: HTML Text
Click on Help (above) and search on Printing Reports to find the proper page settings for printing SEVIS reports.
Submit
SEVIS Reports
Category Levels - Counts for category by purpose code and country
Country Levels Report - Country levels by program sponsor
Annual Report - J1 Exchange Visitor Program U.S. Department of State
Note: The format for this report is Portable Document Format(PDF).
Secondary Student Placement Report
DoS No Show Report
EV Enter POE Before/After Program Start Date Report
Submit

Downloads

The SEVIS download functionality allows you to download reports and forms for exchange visitors whose information has been changed as a result of a SEVIS system modification.



SEVIS Downloads

University of Cincinnati
Program Number: P-1-00733

The documents, which are available for download below, represent either lists of nonimmigrants at your institution whose information was changed by SEVIS when data standards were imposed or zipped files of immigration documents for reprint. To download a document in Comma Separated Values format, click CSV. To download as an Excel spreadsheet, click Excel. To unzip immigration documents, click the icon beside the file name in the table and follow your software's process for accessing the individual files. See Help for more information.

Note: If you have multiple windows open, downloaded documents may open behind any windows currently open.

System Downloads

Show 10 entries

Date Generated	Title	Description	File Type
06/12/2015	Nonimmigrants Affected by SEVIS Name Standardization	Names of ACTIVE and INITIAL nonimmigrants whose names were changed to meet the SEVIS name standards	CSV Excel

Showing 1 to 1 of 1 entries — First Previous 1 Next Last

Requested Form Reprints (May take up to 24 hours to generate ZIP file; Removed after 7 days) — Request Mass Form Reprint

Show 10 entries

Date Submitted	Date Generated	Status	Title	Records	Name of Requestor/Role	File
			No reprints are available for University of Cincinnati			

Showing 1 to 1 of 1 entries — First Previous 1 Next Last

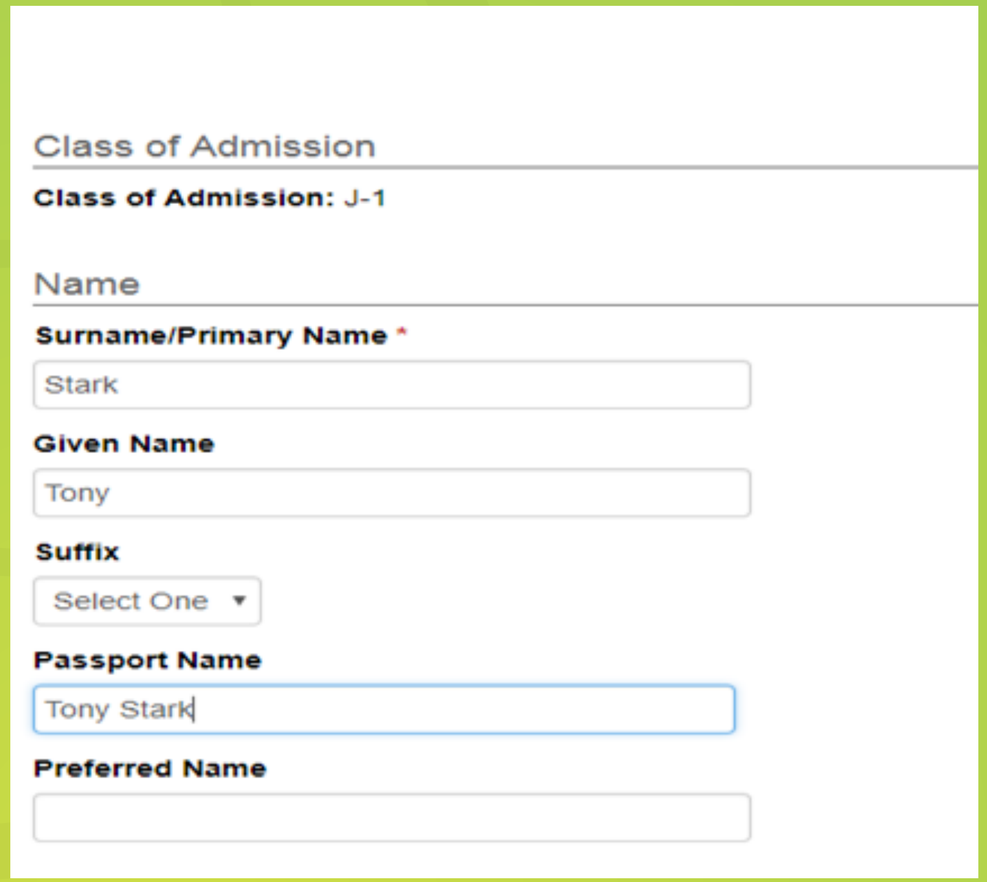
Creating a DS-2019

To create a new record for an exchange visitor in SEVIS you click on “new exchange visitor” link from the “listing of programs” page. All required fields will be marked with an asterisk (*). These fields must be completed. All other fields are optional.

Creating a DS-2019

The first section is for the Names of the Exchange Visitor. The RO/ARO will enter the following:

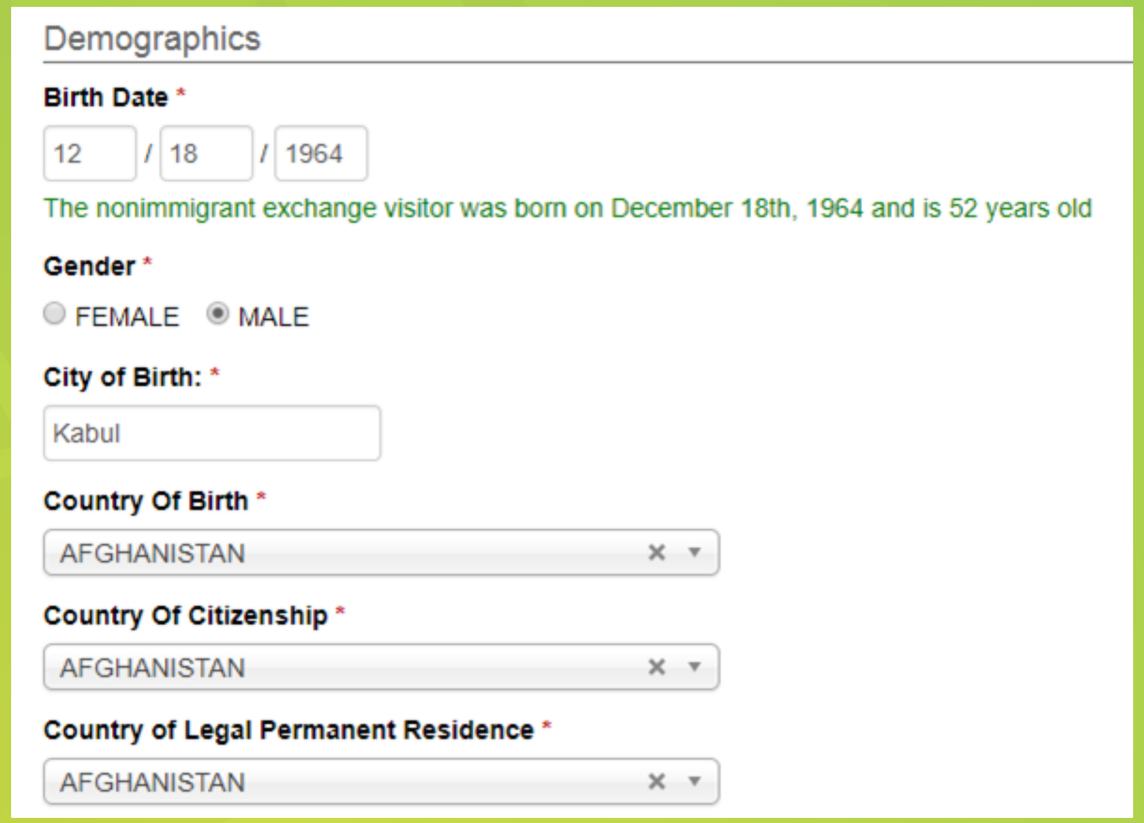
- Type the "Surname/Primary" name (family name).
- Type the "Given" (first name).
- Type the "Suffix" (is typically something you will skip. If desired you can choose from options like Ms. or Mr.).
- Type the "Passport Name".
- Type the "Preferred Name".



Creating a DS-2019

The next section is for Demographics. You will enter the following:

- "Birth Date" should be typed month/day/year.
- Use the drop-down box to select the "gender" of the exchange visitor.
- Type the "City of Birth".
- Select the "Country of birth" using the dropdown box.
- Select "Country of citizenship" using the dropdown box.
- Select the "Country of permanent residence" using the dropdown box.

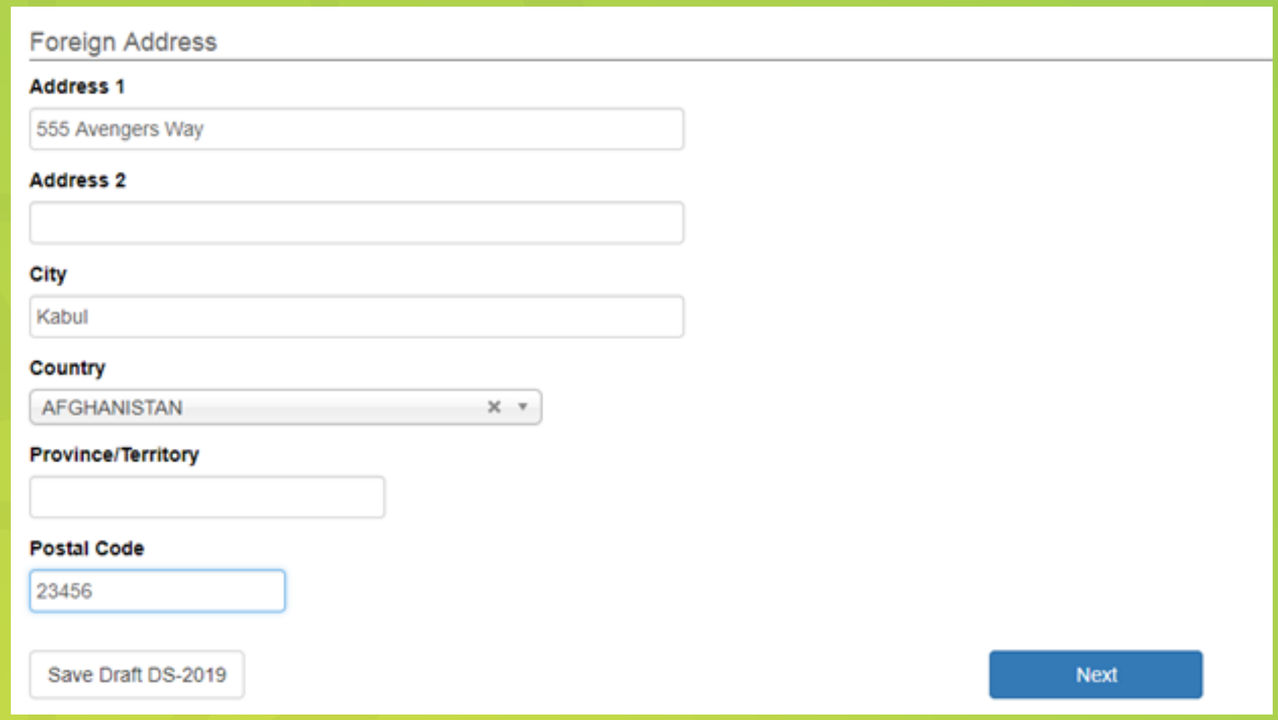


Creating a DS-2019

The next section is for the Foreign Address.

- Put the street address in the “address 1” field.
- Add additional details to “address 2” if necessary
- Type the “City”.
- Select the “Country” using the dropdown box.
- Type the “Province/Territory” if appropriate.
- Enter the “Postal Code” (zip code).

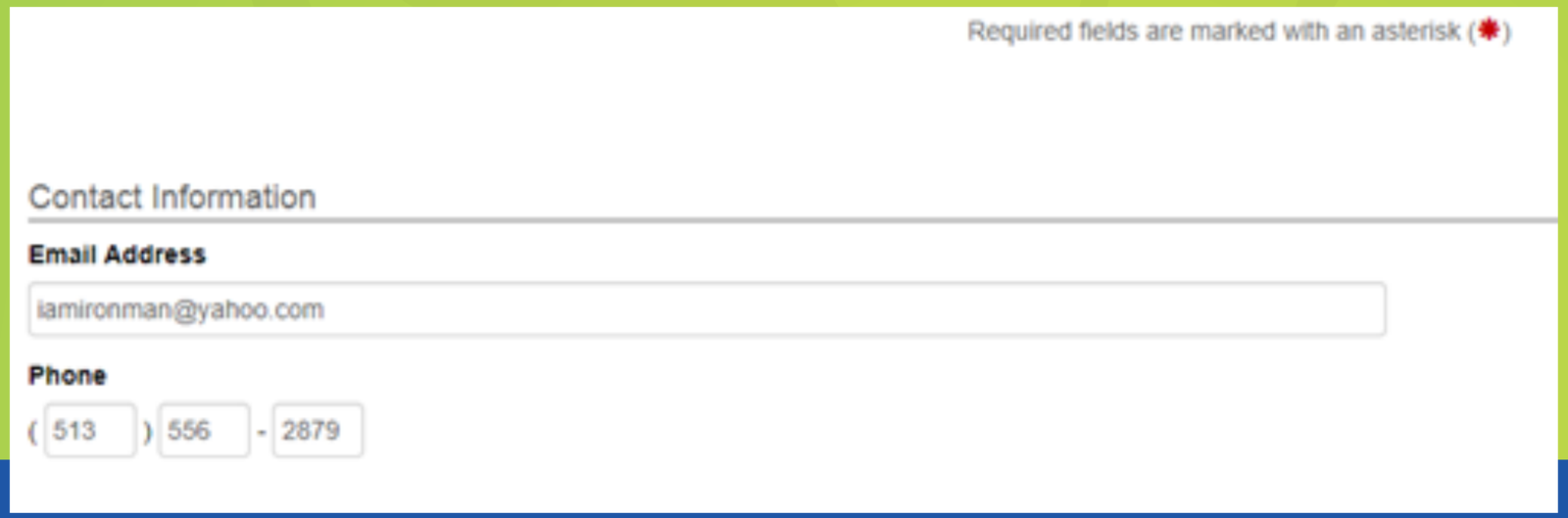
Click the Save Draft DS-2019 button if desired and click the “Next Button”.



Creating a DS-2019

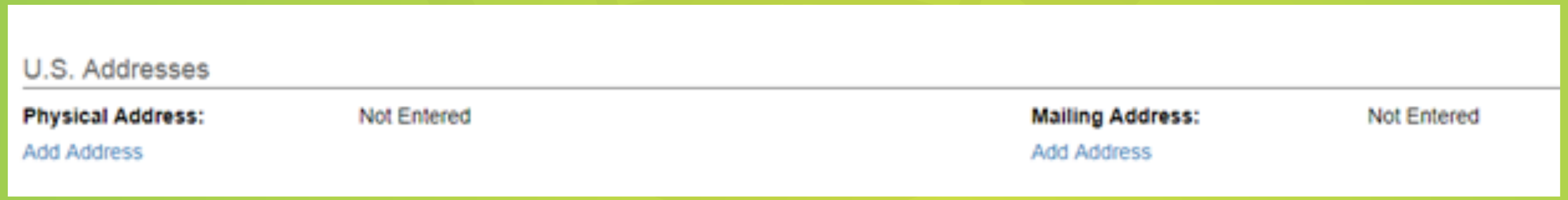
The next section is for Contact Information.

- Enter the “email address” for the EV.
- Enter the U.S. “phone” (if known) for the EV.



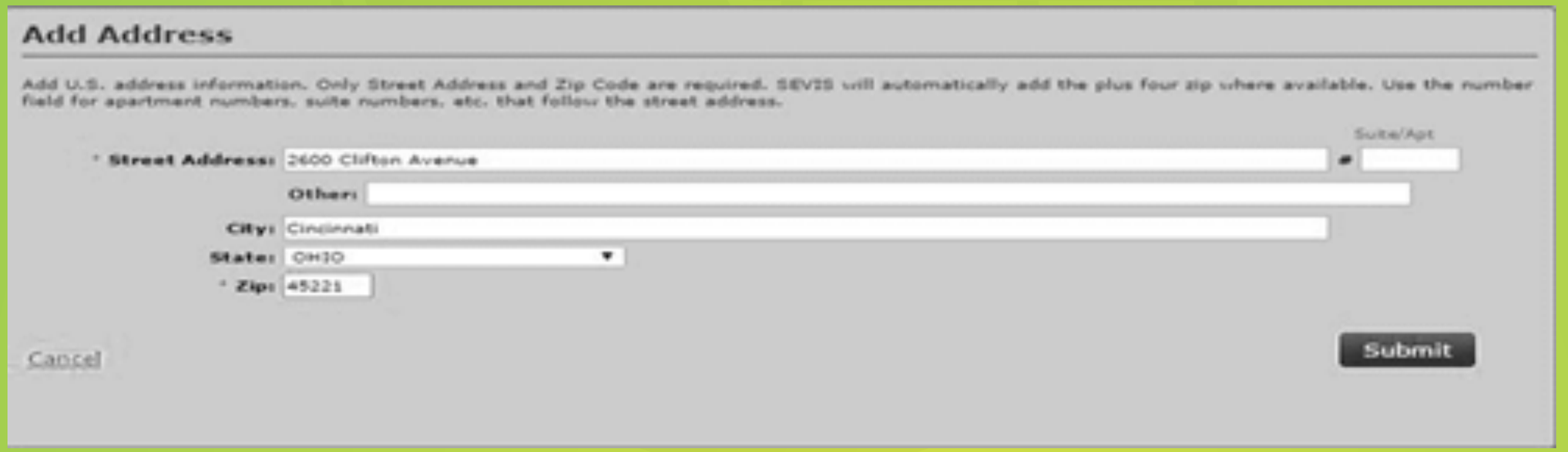
Creating a DS-2019

The next section is for “U.S. addresses”. There is a “Physical Address” and “Mailing Address” field. When creating the initial DS-2019 you likely won’t know the address and these can be left blank. If the EV is a transfer you will know the U.S. address. Click the “Add Address” button.



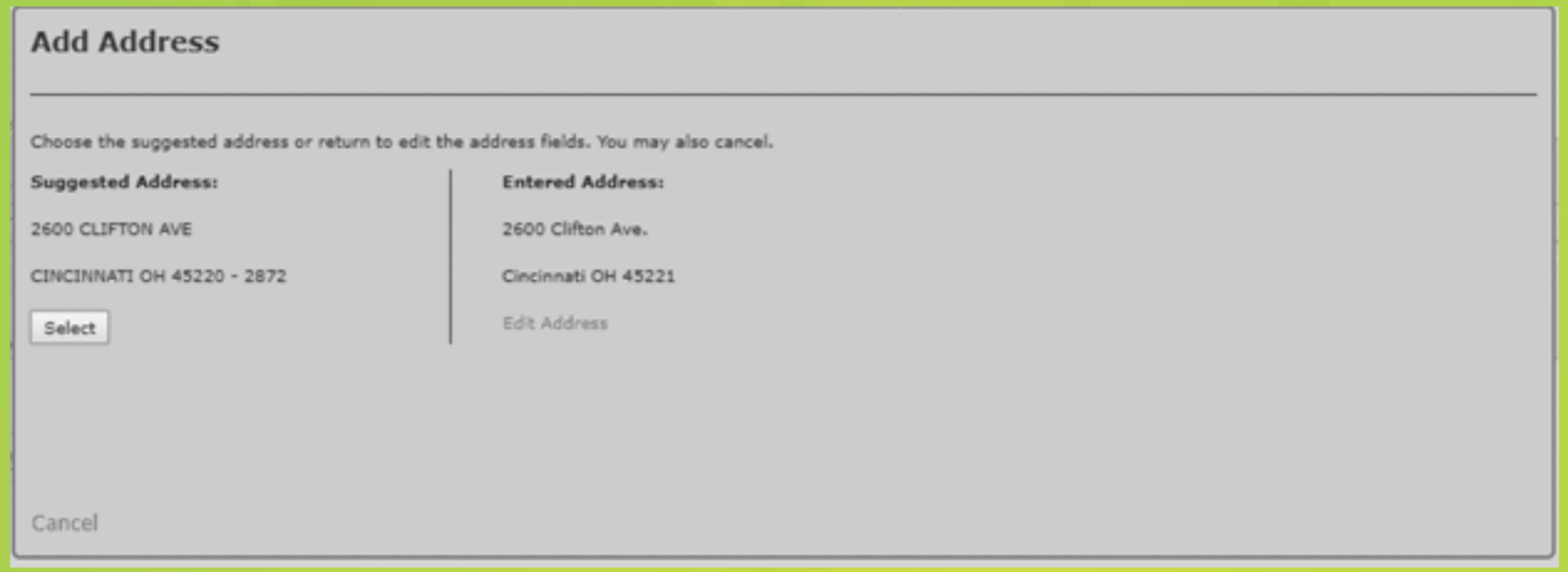
Creating a DS-2019

Enter the “street address”, “suite/apartment”, “city”, “state” and “zip code”. Next click the “submit button.



Creating a DS-2019

You may be prompted to either select the “suggested address” or “edit” the address.



Creating a DS-2019

The next section of the DS-2019 is for Program Information.

- Use the dropdown box under “position” to indicate the current employment situation for the EV.
- Use the drop down box to select the category for the exchange visitor based on what you are bringing the visitor to do and what you have designation for (research scholar, professor, trainee, etc.).
- Hit the “select” button to choose the subject/field description for the visitor. Next in the subject/field remarks section type a description for what the exchange visitor is going to be doing (i.e. study as part of exchange program).
- Enter the “Program Begin Date”.
- Enter the “Program End Date”.

Click the “Save Draft DS-2019” if desired and then click the “next” button.

Program Information

Position *

213 - UNIVERSITY TEACHING STAFF INCLUDING RESEARCHERS

Category *

PROFESSOR

Occupational Category *

Not Applicable

Subject/Field Description *

14.0201 Select

Aerospace, Aeronautical and Astronautical/Space Engineering

Subject/Field Remarks *

The text will be shortened on the printed Form DS-2019 if it is longer than 95 characters. However, you may view the entire text in SEVIS.

Develop state of the art defense weapons.

Characters Remaining: 959

Program Begin Date *

01 / 01 / 2018

Program End Date *

12 / 31 / 2022

Save Draft DS-2019 | Print Draft DS-2019 | Previous | Next | Delete Draft

Reset Values | Save Draft | Next

Creating a DS-2019

After you complete the first page of information you will be prompted to confirm that the potential exchange visitor meets all the criteria for being an exchange visitor. Click the “continue” button.

Visitor Eligibility

Before creating a SEVIS record and producing a Form DS-2019 for an exchange visitor in the category of either Professor or Research Scholar, it must be determined that the individual is eligible to participate in the Exchange Visitor Program as a Professor or Research Scholar. An individual may be selected for participation subject to the following conditions:

1. The exchange visitor must not be a candidate for a tenure track position (see 22 CFR 62.20 (d)(1)).
2. The exchange visitor has not been physically present in the United States as a non-immigrant pursuant to the provisions of 8 U.S.C. 1101(a)(15)(J) for all or part of the 12-month period immediately before the program begin date on his or her Form DS-2019 identified in SEVIS, unless (see 22 CFR 62.20 (d)(2)):
   - The exchange visitor is transferring to the sponsor's program pursuant to the provisions set forth in 22 CFR 62.42, Transfer of Program

   OR
   - The exchange visitor's presence in the United States was less than 6 months in length

   OR
   - The exchange visitor's presence in the United States was pursuant to a short-term scholar exchange activity as authorized by 22 CFR 62.21, Short-term Scholars.

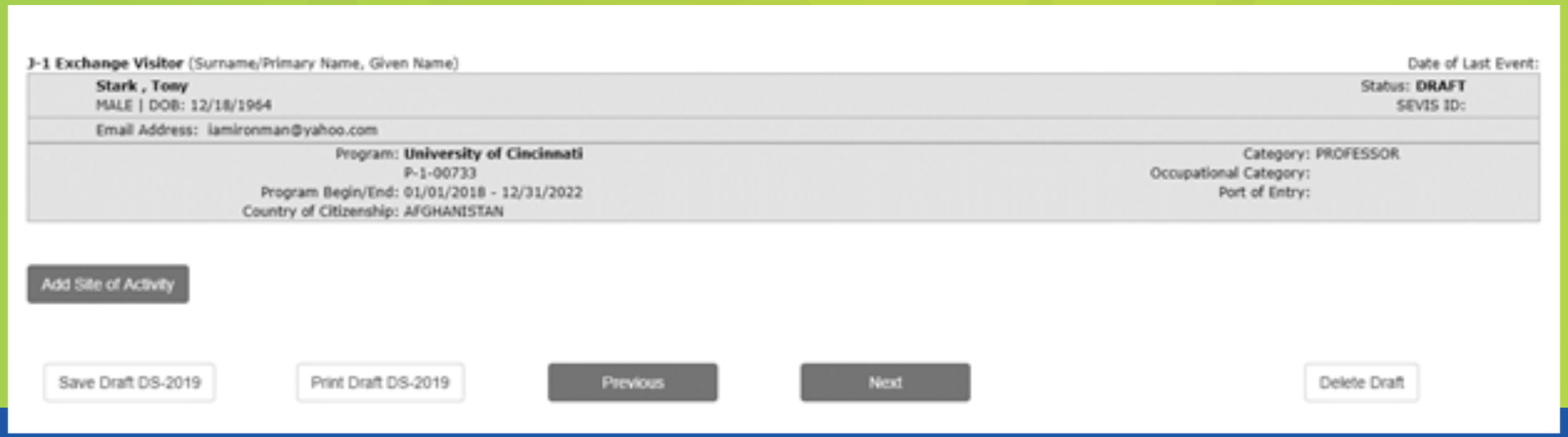
3. The exchange visitor is not subject to repeat participation as set forth in 22 CFR 62.20(i)(2). An exchange visitor is not eligible for participation as a Professor or Research Scholar for a period of two years following the program end date identified in SEVIS if he or she meets these two criteria:
   - Entered the United States under the Exchange Visitor Program as a Professor or Research Scholar, or who has acquired such status while in the United States

   AND
   - Completed his or her program

Continue Cancel

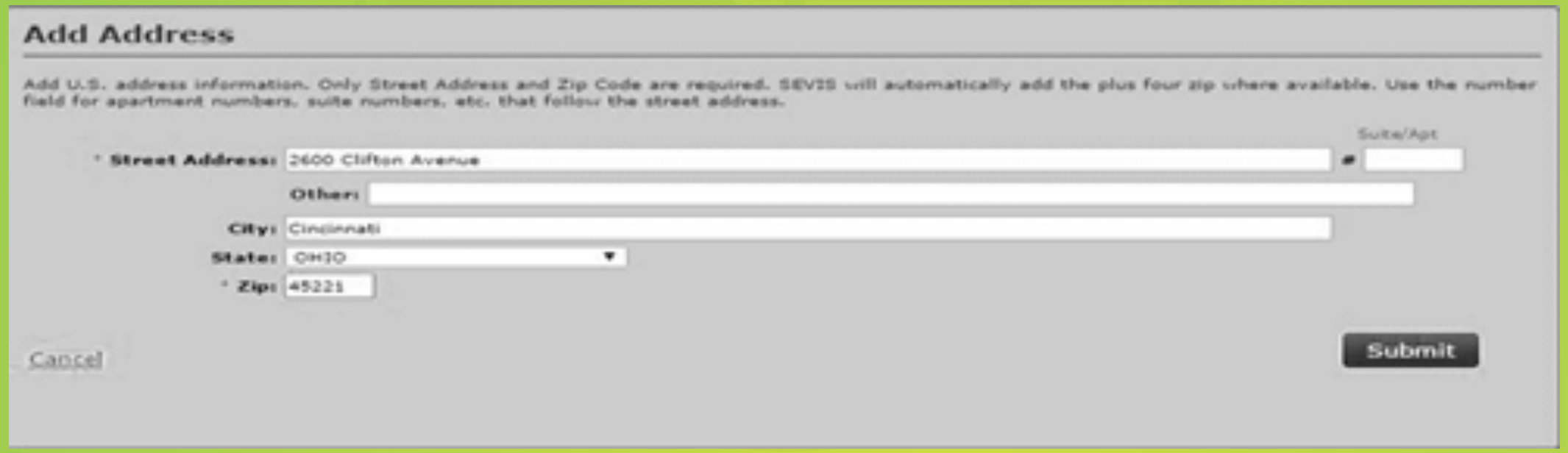
Creating a DS-2019

Site of Activity: The next section you will complete is the site of activity section. You must click the "Add Site of Activity" button. Enter the address for the site of activity and click the "add site of activity" button.



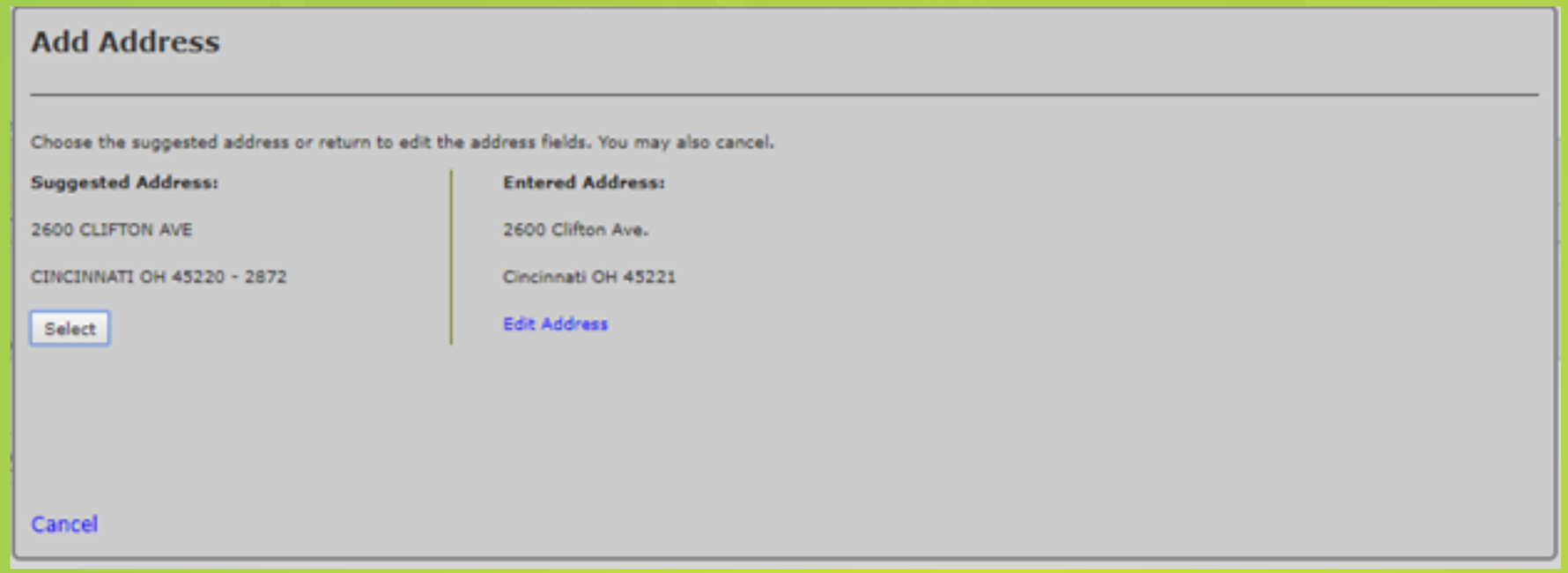
Creating a DS-2019

Enter the “street address”, “suite/apartment”, “city”, “state” and “zip code”. Next click the “submit button.



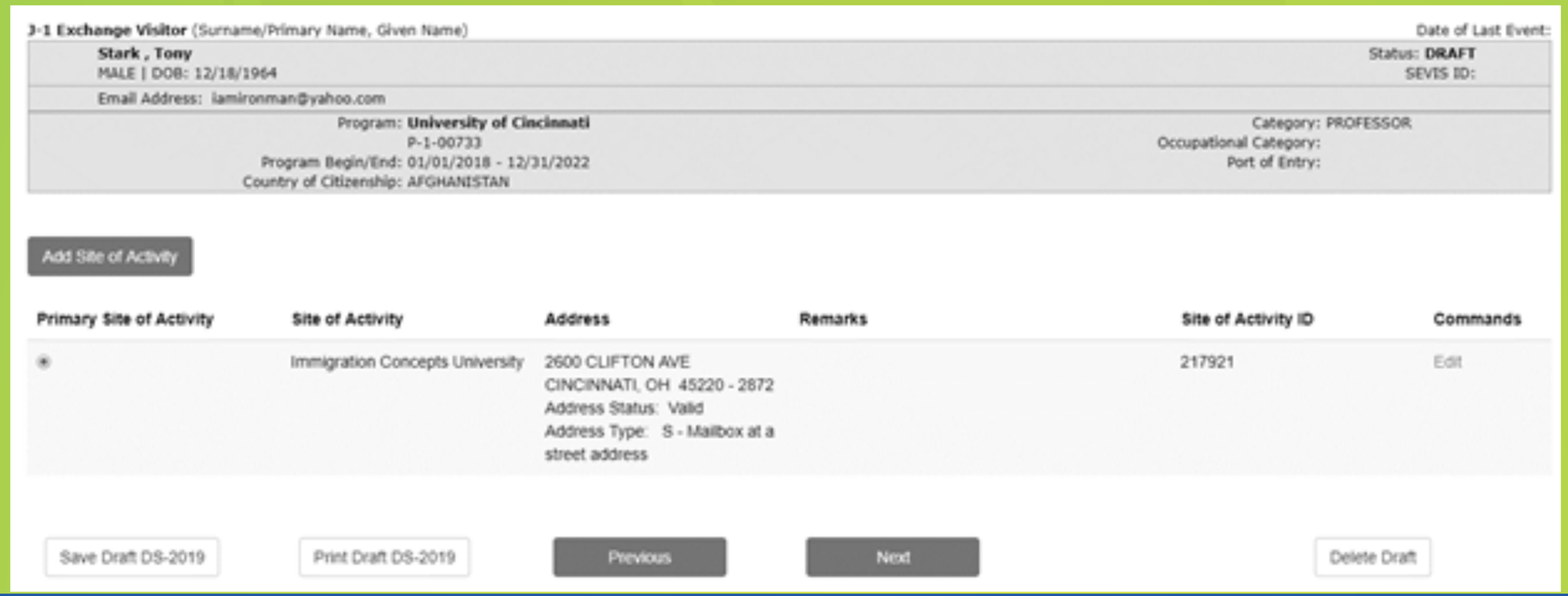
Creating a DS-2019

You may be prompted to either select the “suggested address” or “edit” the address.



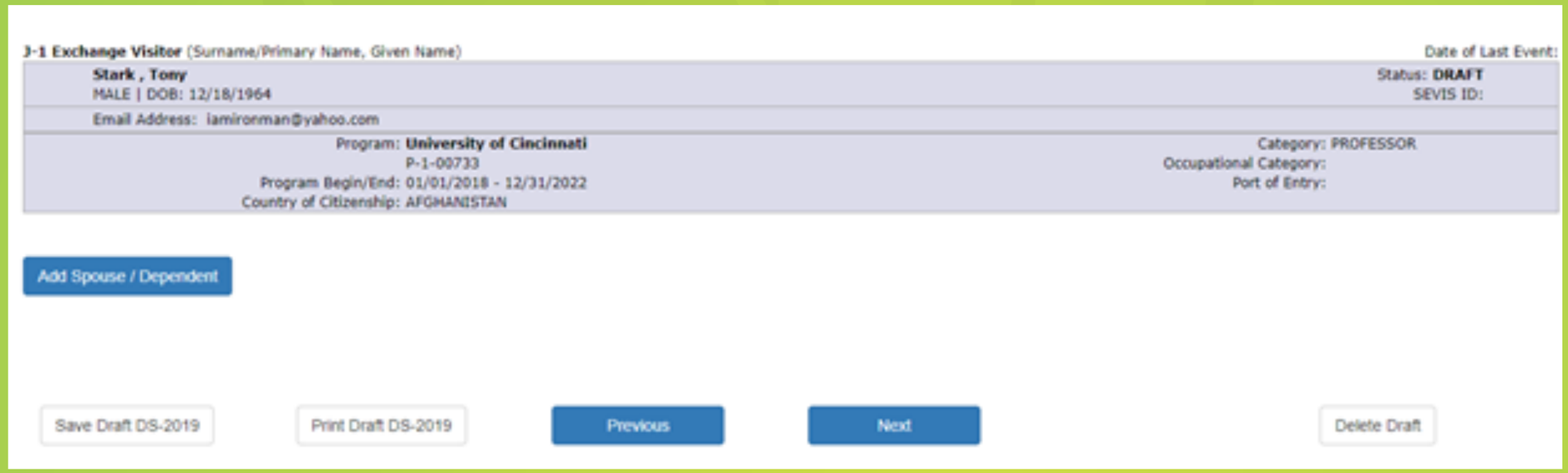
Creating a DS-2019

Once entered you will see the primary site of activity listed. Click the "save draft DS-2019" if desired and then click the "next" button.



Creating a DS-2019

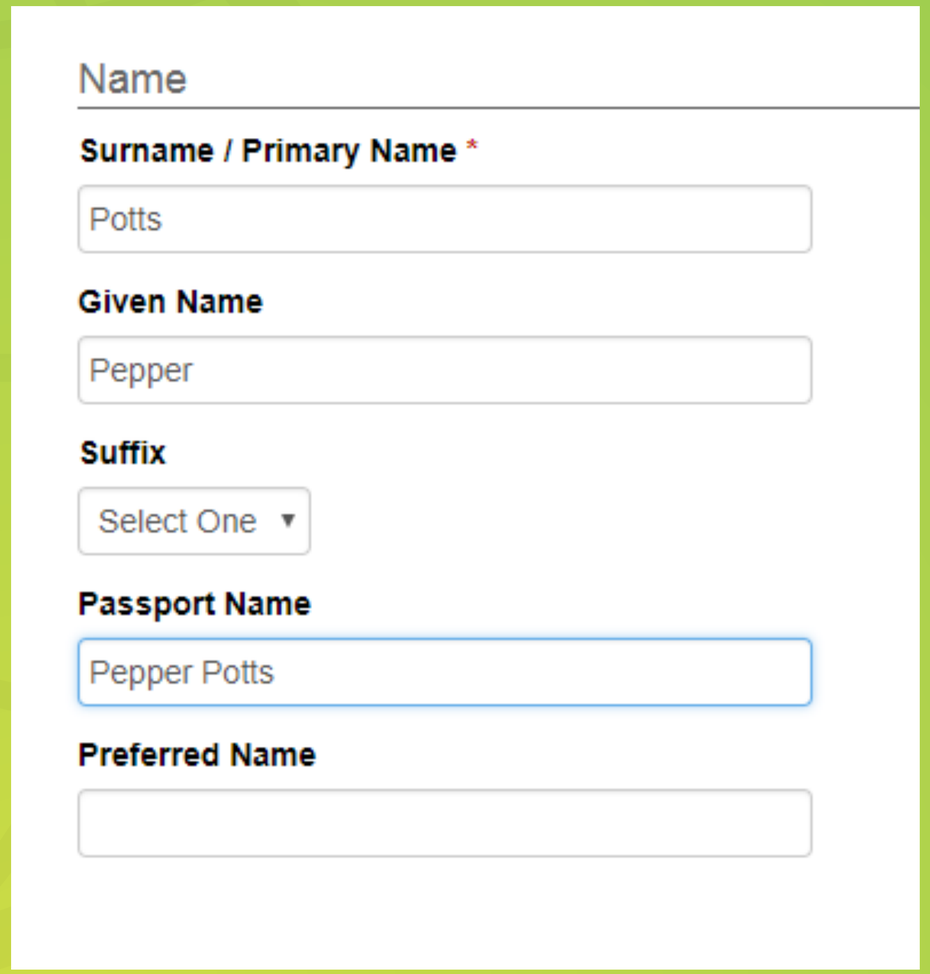
The next section is for Dependents. If an exchange visitor has a spouse or children who wish to come to the U.S. you should click on the “add dependent” button. If there are no dependents, hit “next”.



Creating a DS-2019

If there are dependents you will need to enter the following data under "Name":

- Type the "Surname/Primary" name (family name).
- Type the "Given" (first name).
- Type the "Suffix" (is typically something you will skip. If desired you can choose from options like Ms. or Mr.).
- Type the "Passport Name".
- Type the "Preferred Name".

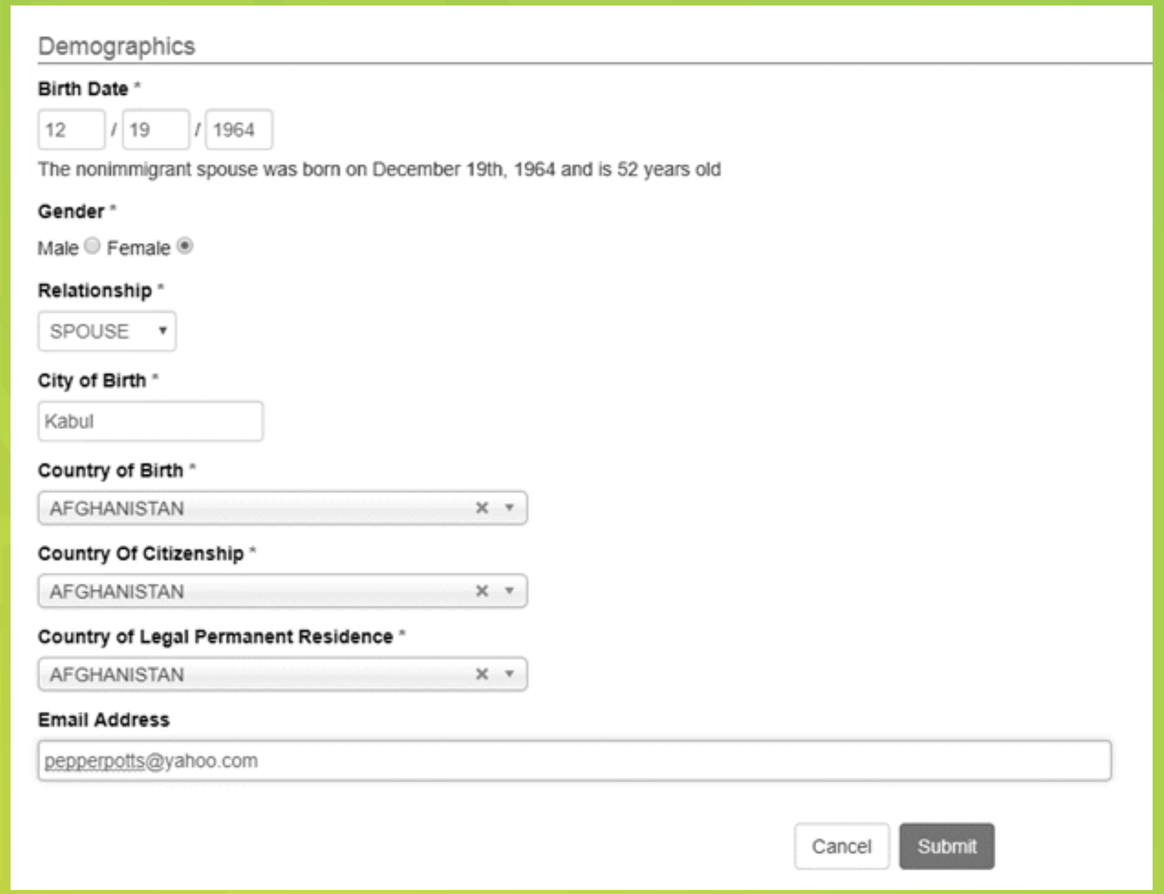


Creating a DS-2019

Under Demographics you will enter the following information:

- "Birth Date" should be typed month/day/year.
- Use the drop-down box to select the "gender" of the dependent.
- Use the drop-down box to select the "relationship" of the dependent with the EV (spouse; child).
- Type the "City of Birth".
- "Country of birth".
- Use the dropdown box to select "Country of citizenship".
- Use the dropdown box to select "Country of permanent residence".
- Type the "email address (if known) for the dependent.

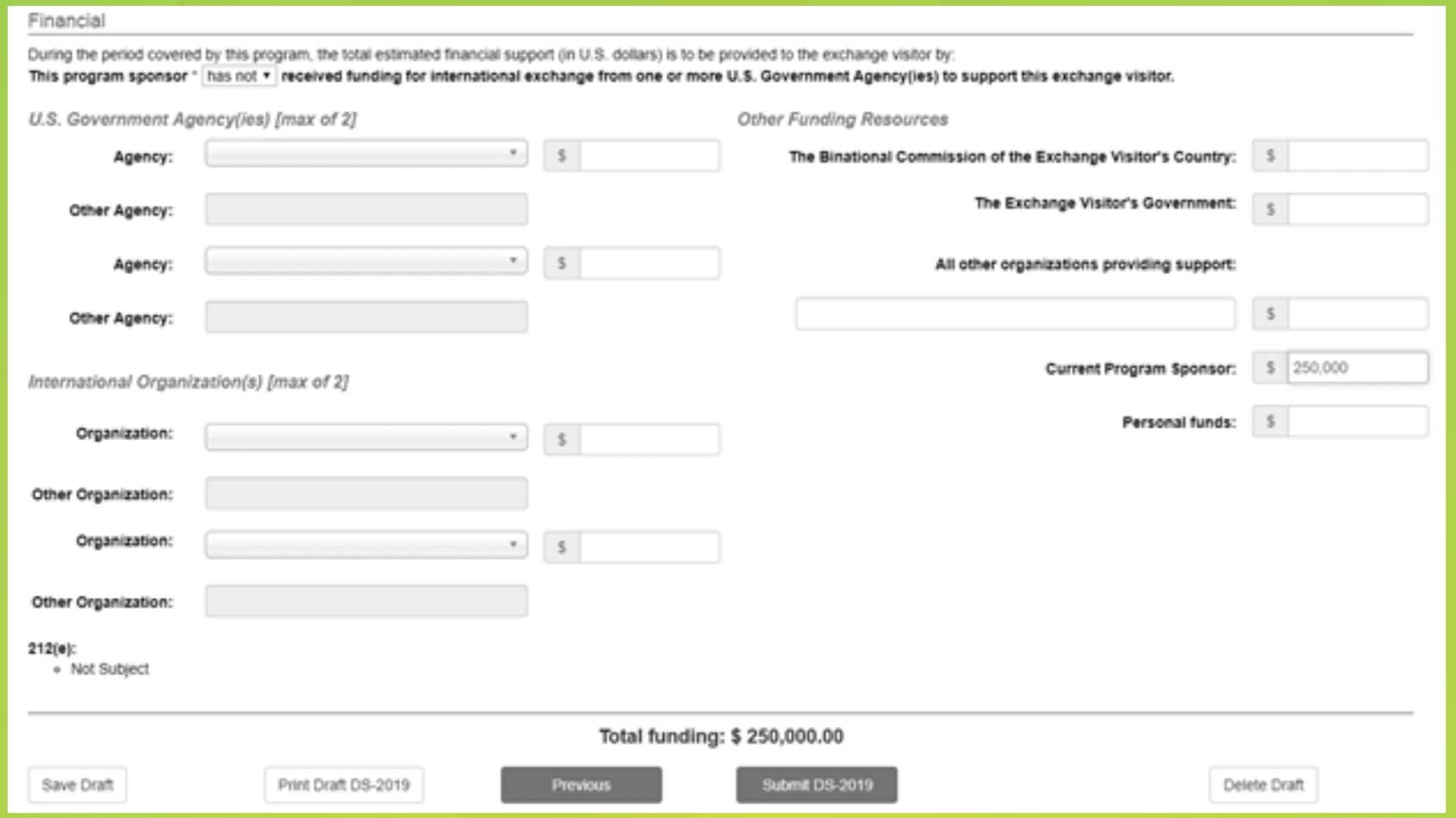
When finished click the "submit" button. Repeat to add additional dependents.



Creating a DS-2019

The next section is for Financial Information. The RO/ARO must enter the amount of financial support and the sources of financial support for the entire length of the program. Funding options include a "U.S. Government Agency", an "International Organization", "Other Funding Resources", the "current program sponsor", or "personal funds". Once this section is complete you are ready to submit the DS-2019 for printing. Click the "submit DS-2019" button.

Creating a DS-2019



Financial

During the period covered by this program, the total estimated financial support (in U.S. dollars) is to be provided to the exchange visitor by:

This program sponsor * has not **received funding for international exchange from one or more U.S. Government Agency(ies) to support this exchange visitor.**

U.S. Government Agency(ies) [max of 2]

Agency: $

Other Agency:

Agency: $

Other Agency:

International Organization(s) [max of 2]

Organization: $

Other Organization:

Organization: $

Other Organization:

212(e):
- Not Subject

Other Funding Resources

The Binational Commission of the Exchange Visitor's Country: $

The Exchange Visitor's Government: $

All other organizations providing support:

$

Current Program Sponsor: $ 250,000

Personal funds: $

Total funding: $ 250,000.00

Save Draft | Print Draft DS-2019 | Previous | Submit DS-2019 | Delete Draft

Creating a DS-2019

Next click the “Print Final DS-2019” button.

Creating a DS-2019

Once you have printed the DS-2019 you can review the full SEVIS record for the exchange visitor. The record will be in "initial" status.

<< Return to Initial Status Exchange Visitors and Dependents

Actions:

Amend Program

Cancel EV

No Show

Reprint DS-2019

Validate Program Participation

Edits:

Biographical Information

Category and Subject/Field

Contact and Program Information

Dependents

Financial Information

Site of Activity

View:

Event History

Exchange Visitor Information

Personal Information

SEVIS ID: N0000278427
Surname/Primary Name: Stark
Given Name: Tony
Suffix:
Passport Name: Tony Stark
Preferred Name: Tony Stark
SEVIS Legacy Name:
Gender: MALE
Date of Birth: 12/18/1964
City of Birth: Kabul
Country of Birth: AFGHANISTAN
Country of Citizenship: AFGHANISTAN
Country of Legal Permanent Residence: AFGHANISTAN
Email Address: iamironman@yahoo.com
Telephone Number: 513-556-2879
Position: 213 - UNIVERSITY TEACHING STAFF INCLUDING RESEARCHERS
Active/Initial Dependent Count: 1

Contact Information

Foreign Address:
Address 1: 555 Avengers Way
Address 2:
City: Kabul
Country: AFGHANISTAN
Province/Territory:
Postal Code: 23456

Visa/POE Information

Visa Type: J-1

Status Information

Status: INITIAL
Date of Last Status Change: 09/08/2017
212(e):

Program Information

Program Number: P-1-00733
Program Sponsor: University of Cincinnati
Category: PROFESSOR
Occupational Category:
Student Intern Foreign Degree:
Student Intern Foreign Field of Study:
Subject/Field Description: Aerospace, Aeronautical and Astronautical/Space Engineering
Subject/Field Remarks: Develop state of the art defense weapons.

Program Dates

Initial Program Begin Date:
IAP-66 Number:
Program Begin Date: 01/01/2018
Program End Date: 12/31/2022
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:

Creating a DS-2019

Passport Number:	
Passport Expiration Date:	
Visa Foil Number:	
Visa Issue Date:	
Visa Expiration Date:	
Visa Issue Post:	
Port of Entry:	
Date of Entry:	
I-94/Admission Number:	
Port of Departure:	
Date of Departure:	

I-901 SEVIS Fee Payment Information

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

Funding Information

Funds:	
Program Sponsor:	**$250,000.00**
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:	**$250,000.00**

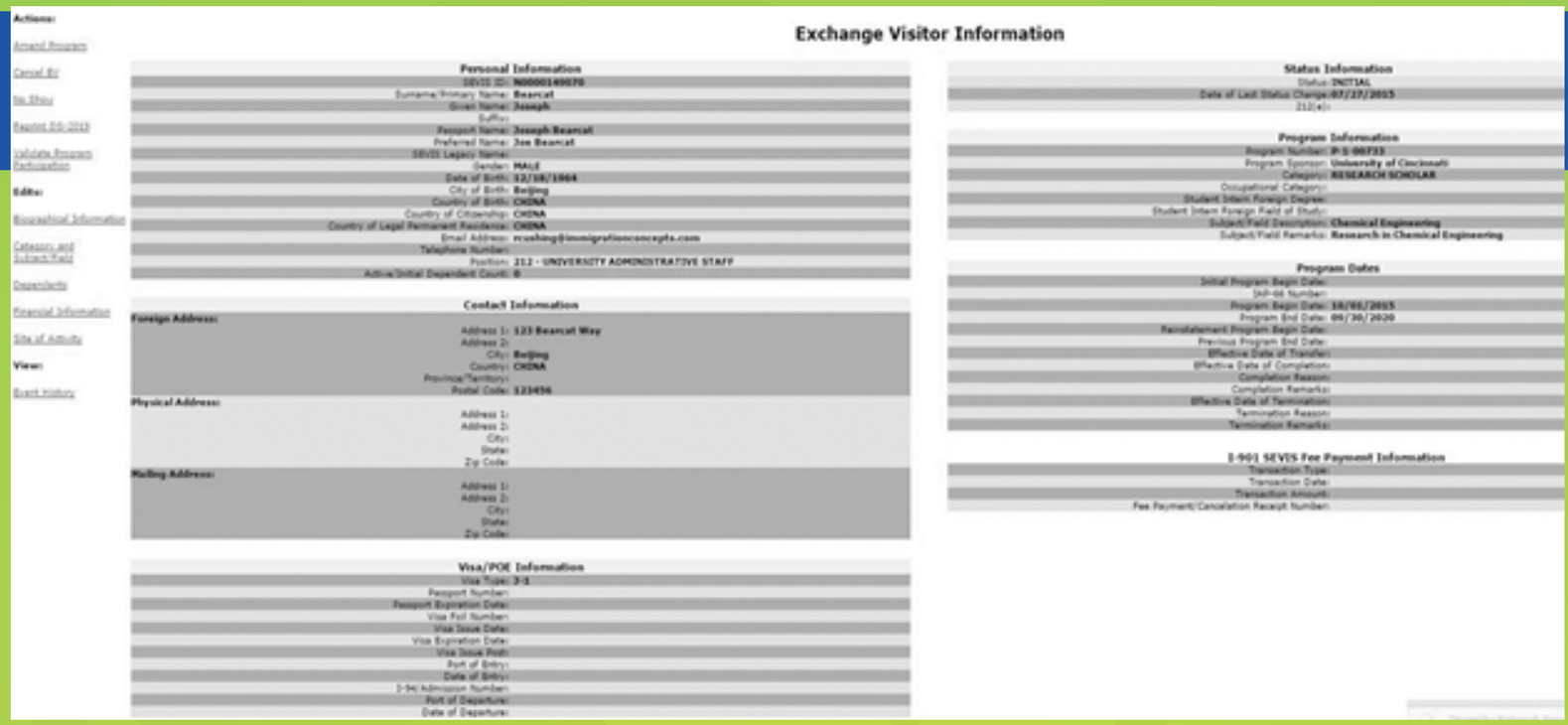
Primary Site of Activity	Site of Activity	Address	Remarks	Site of Activity ID
●	Immigration Concepts University	2600 CLIFTON AVE CINCINNATI, OH 45220 - 2872 Address Status: Valid Address Type: S - Mailbox at a street address		217921

Dependents

SEVIS ID	Surname/Primary Name	Given Name	Relationship	Gender	Status
N0002278428	Potts	Pepper	SPOUSE	FEMALE	INITIAL

Amending a Program

The exchange visitor must be able to arrive in the U.S. and report to your office for validation within 30 days of the start date indicated on the DS-2019. If it becomes clear that the EV will not able to do this you can amend the program and issue an updated DS-2019. Click the "amend program" button and make the necessary updates to the program.



Actions:
Amend Program
Cancel DS
No Show
Reprint DS-2019
Validate Program Participation
Edits:
Biographical Information
Category and Subject Field
Dependents
Financial Information
Site of Activity
View:
Event History

Exchange Visitor Information

Personal Information
SEVIS ID: N0000149070
Surname/Primary Name: Bearcat
Given Name: Joseph
Suffix:
Passport Name: Joseph Bearcat
Preferred Name: Joe Bearcat
SEVIS Legacy Name:
Gender: MALE
Date of Birth: 12/18/1964
City of Birth: Beijing
Country of Birth: CHINA
Country of Citizenship: CHINA
Country of Legal Permanent Residence: CHINA
Email Address: rcushing@immigrationconcepts.com
Telephone Number:
Position: 212 - UNIVERSITY ADMINISTRATIVE STAFF
Active/Initial Dependent Count: 0

Contact Information
Foreign Address:
Address 1: 123 Bearcat Way
Address 2:
City: Beijing
Country: CHINA
Province/Territory:
Postal Code: 123456
Physical Address:
Address 1:
Address 2:
City:
State:
Zip Code:
Mailing Address:
Address 1:
Address 2:
City:
State:
Zip Code:

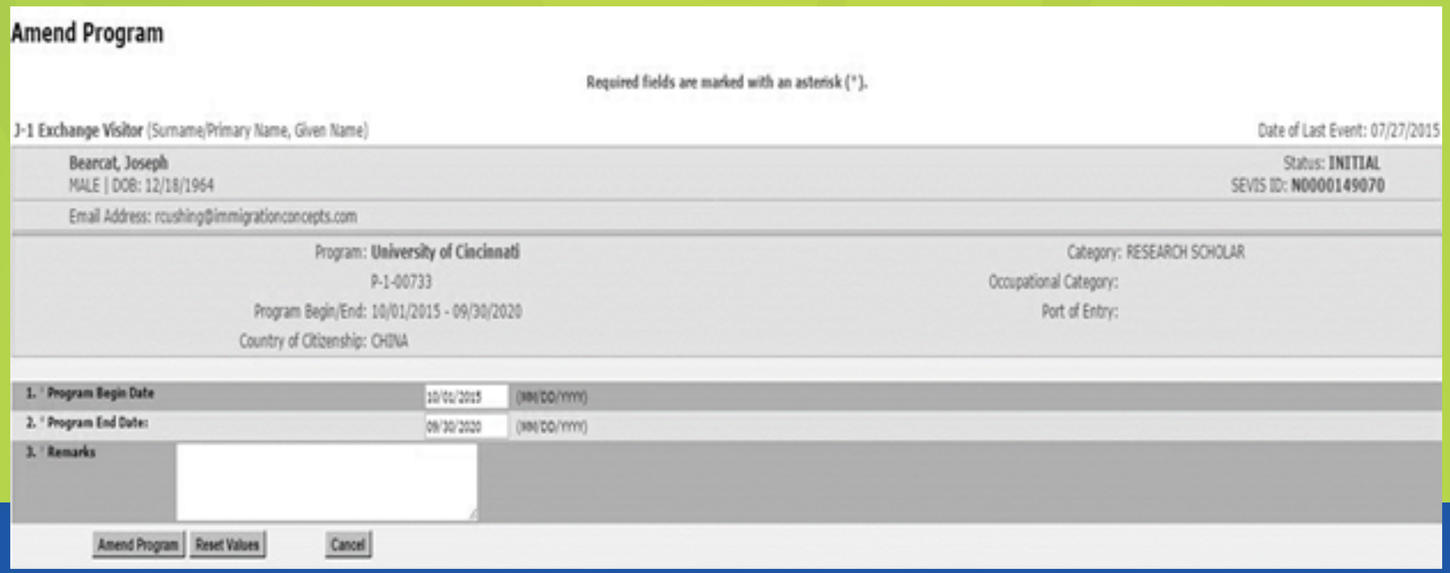
Visa/POE Information
Visa Type: J-1
Passport Number:
Passport Expiration Date:
Visa Foil Number:
Visa Issue Date:
Visa Expiration Date:
Visa Issue Post:
Port of Entry:
Date of Entry:
I-94/ Admission Number:
Port of Departure:
Date of Departure:

Status Information
Status: INITIAL
Date of Last Status Change: 07/27/2015
210(e):

Program Information
Program Number: P-1-00733
Program Sponsor: University of Cincinnati
Category: RESEARCH SCHOLAR
Occupational Category:
Student Intern Foreign Degree:
Student Intern Foreign Field of Study:
Subject/Field Description: Chemical Engineering
Subject/Field Remarks: Research in Chemical Engineering

Program Dates
Initial Program Begin Date:
IAP-66 Number:
Program Begin Date: 10/01/2015
Program End Date: 09/30/2020
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/Cancelation Receipt Number:



Amend Program

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) Date of Last Event: 07/27/2015

Bearcat, Joseph
MALE | DOB: 12/18/1964
Status: INITIAL
SEVIS ID: N0000149070

Email Address: rcushing@immigrationconcepts.com

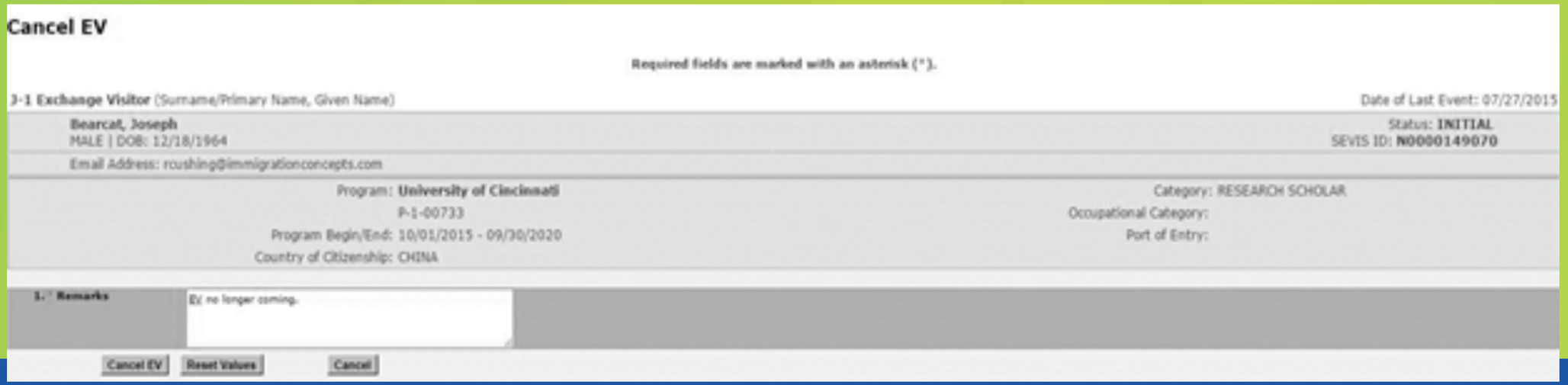
Program: University of Cincinnati
P-1-00733
Program Begin/End: 10/01/2015 - 09/30/2020
Country of Citizenship: CHINA
Category: RESEARCH SCHOLAR
Occupational Category:
Port of Entry:

1. * Program Begin Date 10/01/2015 (MM/DD/YYYY)
2. * Program End Date: 09/30/2020 (MM/DD/YYYY)
3. * Remarks

Amend Program | Reset Values | Cancel

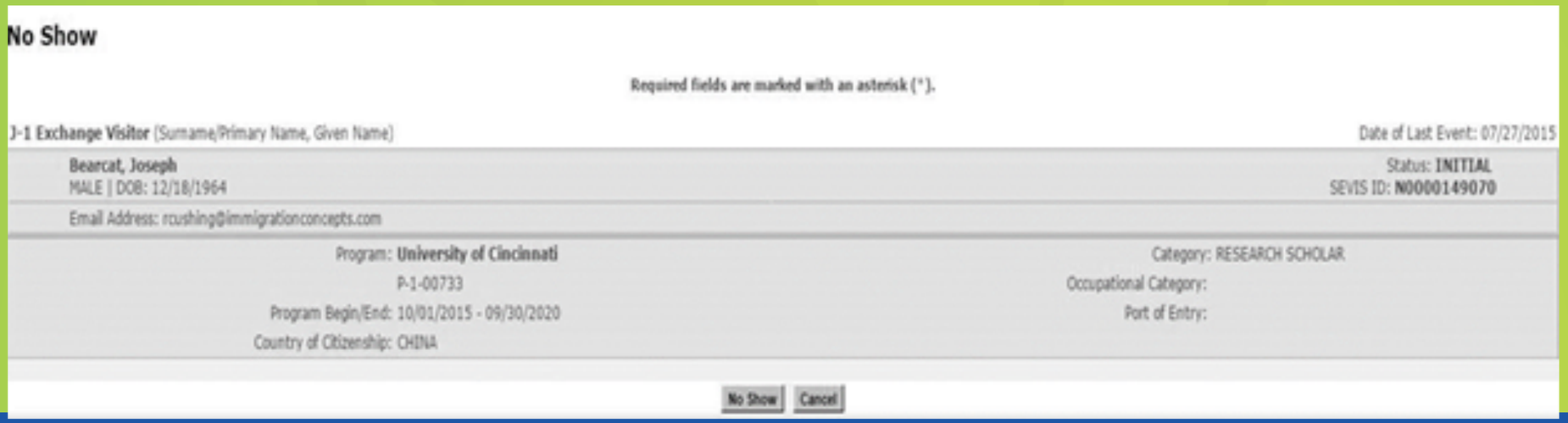
Cancelling an Exchange Visitor

If an exchange visitor decides not to come or the visa is denied, you can cancel the DS-2019 by using the “Cancel EV” button. Enter some remarks in the text box indicating why the visitor is no longer coming and the “Cancel EV” button.



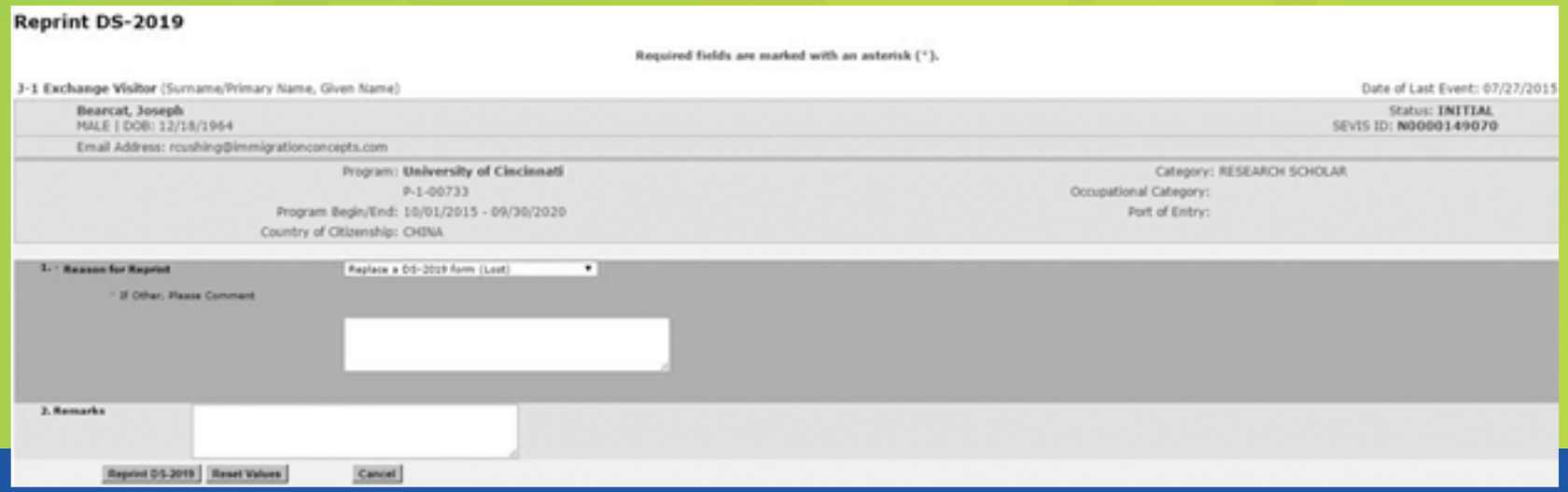
No Shows

If an exchange visitor uses your DS-2019 to enter the U.S. but never reports to your institution, you must report the EV as a “No Show” in SEVIS. Click on the “No Show” link and then the “No Show” button.



Reprinting a DS-2019

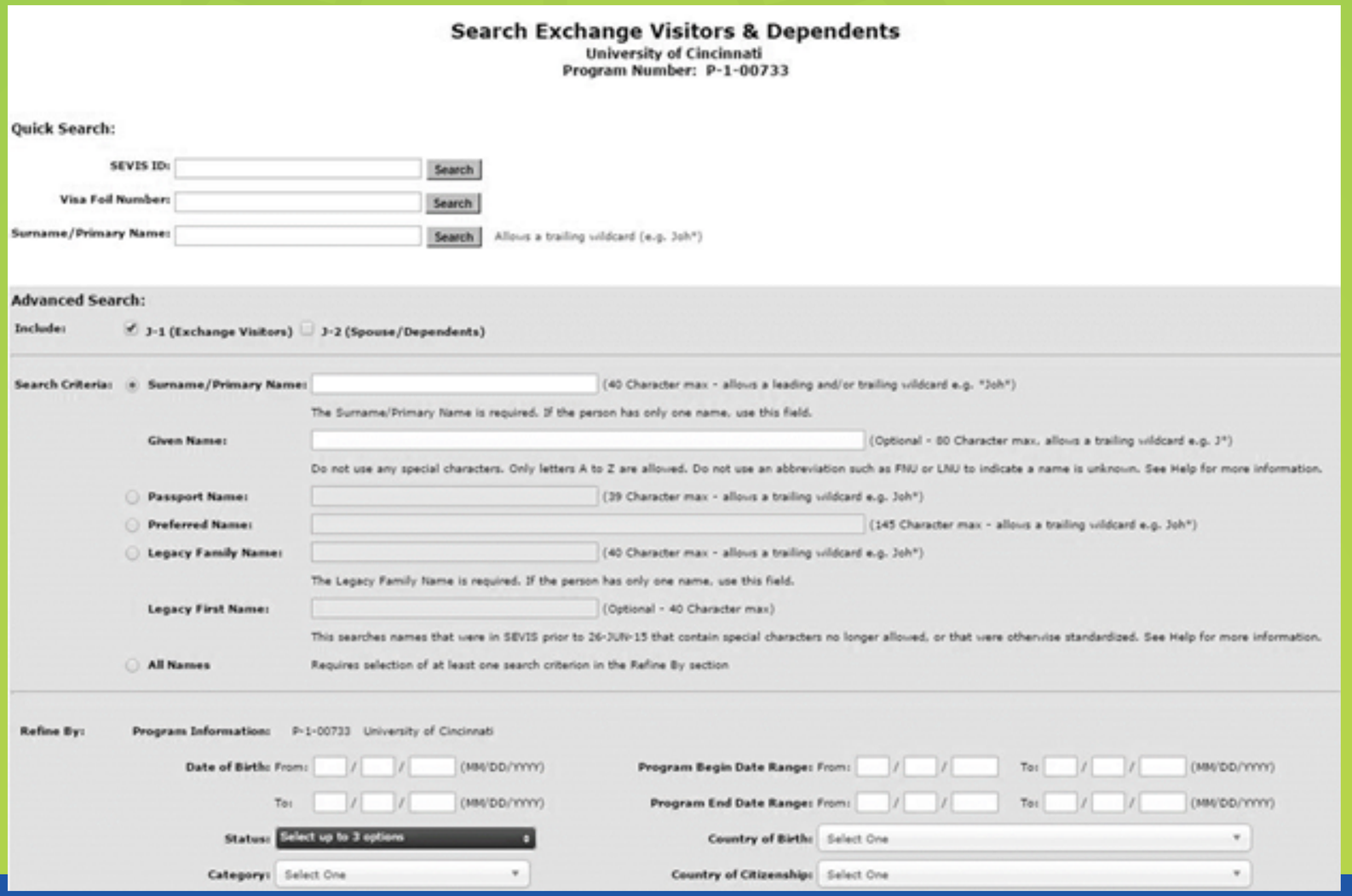
A DS-2019 can be reprinted by clicking the "Reprint DS-2019" link and using the drop-down box to select the reason for the reprint (lost; damaged; stolen; update or name conversion; other). Click the "Reprint DS-2019" button when done.



Search Functionality

An RO/ARO can search for an exchange visitor within SEVIS by using the "Exchange Visitor Search" link. The RO/ARO can select a "Sort By" for the search (family name, etc.). The RO/ARO can then search based on a number of data including SEVIS ID, family name, first name, date of birth, country of citizenship, etc. You can also search by status (active; cancelled; completed, deactivated; initial or terminated). When the desired search data has been entered the "search" button should be clicked. When searching by name the RO/ARO must select the search status type (active; initial; terminated, etc.). Searching by SEVIS ID is the quickest and most accurate way to locate an Exchange Visitor.

Search Functionality



Search Exchange Visitors & Dependents
University of Cincinnati
Program Number: P-1-00733

Quick Search:

SEVIS ID: Search
Visa Foil Number: Search
Surname/Primary Name: Search Allows a trailing wildcard (e.g. Joh*)

Advanced Search:

Include: J-1 (Exchange Visitors) J-2 (Spouse/Dependents)

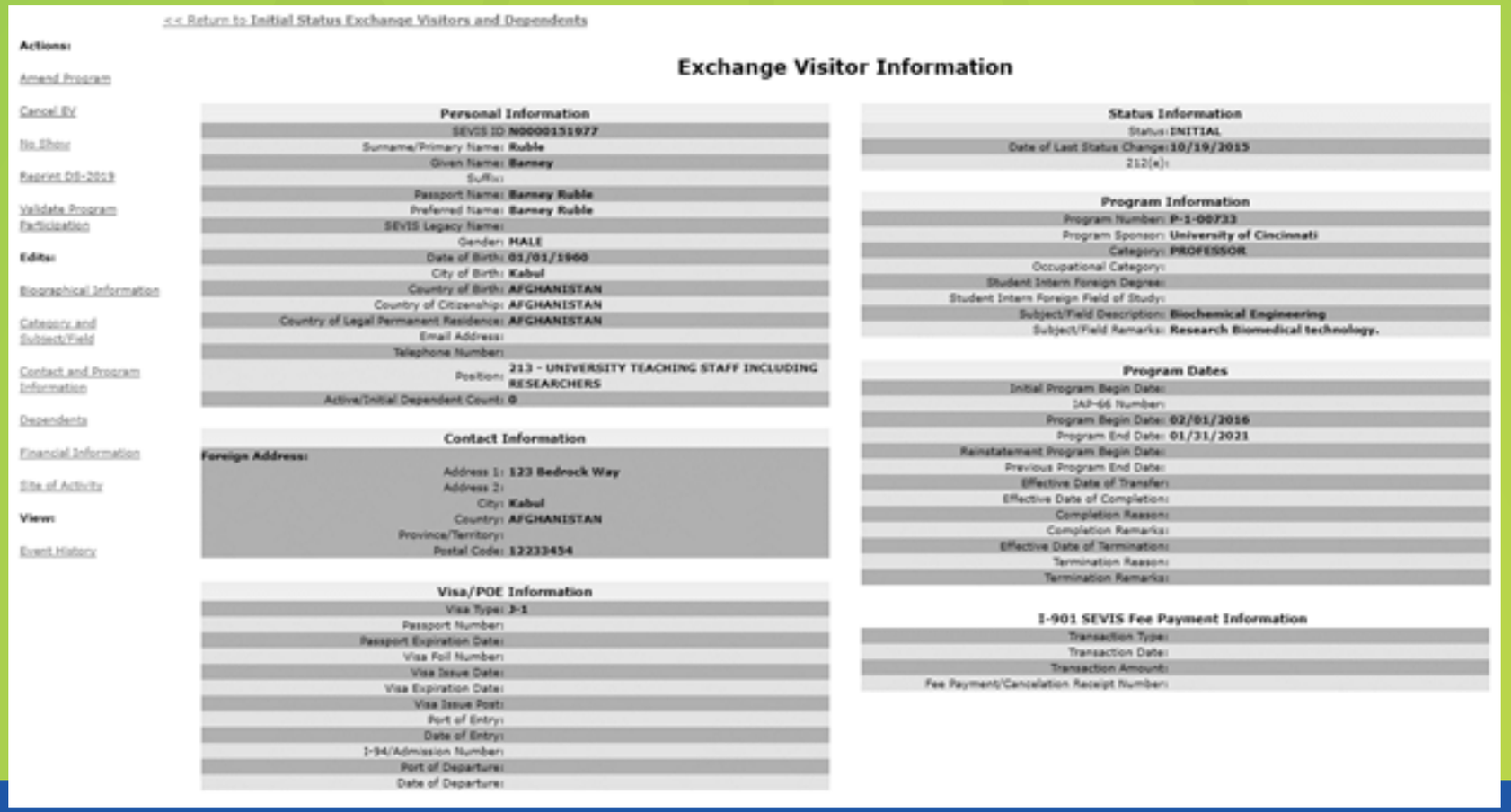
Search Criteria: Surname/Primary Name: (40 Character max - allows a leading and/or trailing wildcard e.g. *Joh*)
The Surname/Primary Name is required. If the person has only one name, use this field.
Given Name: (Optional - 80 Character max, allows a trailing wildcard e.g. J*)
Do not use any special characters. Only letters A to Z are allowed. Do not use an abbreviation such as FNU or LNU to indicate a name is unknown. See Help for more information.
Passport Name: (39 Character max - allows a trailing wildcard e.g. Joh*)
Preferred Name: (145 Character max - allows a trailing wildcard e.g. Joh*)
Legacy Family Name: (40 Character max - allows a trailing wildcard e.g. Joh*)
The Legacy Family Name is required. If the person has only one name, use this field.
Legacy First Name: (Optional - 40 Character max)
This searches names that were in SEVIS prior to 26-JUN-15 that contain special characters no longer allowed, or that were otherwise standardized. See Help for more information.
All Names Requires selection of at least one search criterion in the Refine By section

Refine By: Program Information: P-1-00733 University of Cincinnati
Date of Birth: From: / / (MM/DD/YYYY) To: / / (MM/DD/YYYY)
Program Begin Date Range: From: / / To: / / (MM/DD/YYYY)
Program End Date Range: From: / / To: / / (MM/DD/YYYY)
Status: Select up to 3 options
Country of Birth: Select One
Category: Select One
Country of Citizenship: Select One

Validating a Program

Once an exchange visitor in initial status arrives in the U.S. the program participation must be validated. To validate the program click the "Validate Program Participation" button and enter the U.S. address for the exchange visitor. Next click the "Validate Program Participation" button.

Validating a Program



<< Return to Initial Status Exchange Visitors and Dependents

Actions:

Amend Program

Cancel BV

No Show

Reprint DS-2019

Validate Program Participation

Edits:

Biographical Information

Category and Subject/Field

Contact and Program Information

Dependents

Financial Information

Site of Activity

View:

Event History

Exchange Visitor Information

Personal Information

SEVIS ID:	N0000151977
Surname/Primary Name:	Ruble
Given Name:	Barney
Suffix:	
Passport Name:	Barney Ruble
Preferred Name:	Barney Ruble
SEVIS Legacy Name:	
Gender:	MALE
Date of Birth:	01/01/1960
City of Birth:	Kabul
Country of Birth:	AFGHANISTAN
Country of Citizenship:	AFGHANISTAN
Country of Legal Permanent Residence:	AFGHANISTAN
Email Address:	
Telephone Number:	
Position:	213 - UNIVERSITY TEACHING STAFF INCLUDING RESEARCHERS
Active/Initial Dependent Count:	0

Contact Information

Foreign Address:

Address 1:	123 Bedrock Way
Address 2:	
City:	Kabul
Country:	AFGHANISTAN
Province/Territory:	
Postal Code:	12233454

Visa/POE Information

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

Status Information

Status:	INITIAL
Date of Last Status Change:	10/19/2015
212(e):	

Program Information

Program Number:	P-1-00733
Program Sponsor:	University of Cincinnati
Category:	PROFESSOR
Occupational Category:	
Student Intern Foreign Degree:	
Student Intern Foreign Field of Study:	
Subject/Field Description:	Biochemical Engineering
Subject/Field Remarks:	Research Biomedical technology.

Program Dates

Initial Program Begin Date:	
IAP-66 Number:	
Program Begin Date:	02/01/2016
Program End Date:	01/31/2021
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/Cancelation Receipt Number:	

Validating a Program

To validate the record you must enter a “U.S. physical Address”. If known, you should also enter an “email address” and U.S. “telephone number”. This action makes the SEVIS record active and must be completed within 30 days of the start date that is indicated on the DS-2019.

Validating a Program

Program Number: P-1-00733

Validate Program
Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) Date of Last Event: 01/04/2016

Ruble , Barney
MALE | DOB: 01/01/1960

Status: **INITIAL**
SEVIS ID: **N0000151977**

Email Address:

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 02/01/2016 - 01/31/2021
Country of Citizenship: AFGHANISTAN

Category: PROFESSOR
Occupational Category:
Port of Entry:

***U.S. Address**

Physical Address:
Add Address **Not Entered**

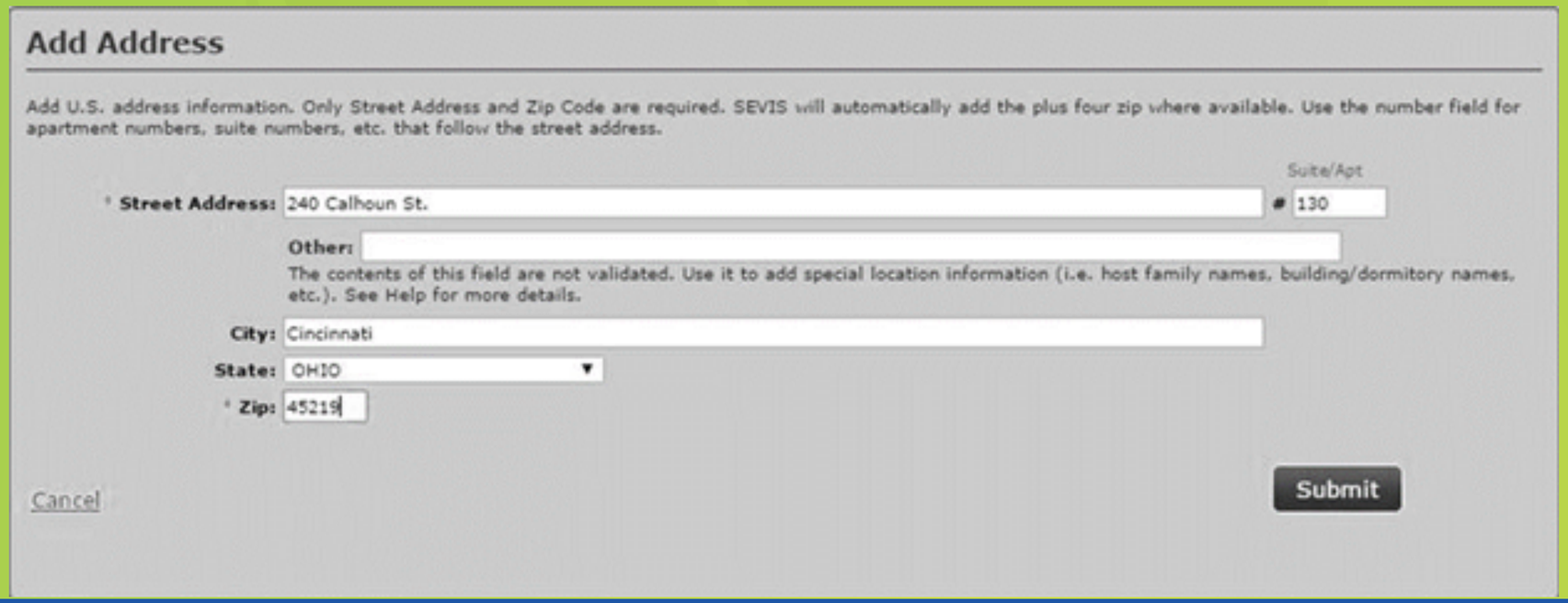
Email Address:

Telephone Number: ( ) -

Validate Program | Reset Values | Cancel

Validating a Program

Clicking the “Add Address” link brings up the “Add Address” box. Enter the address information and click the “submit” button.

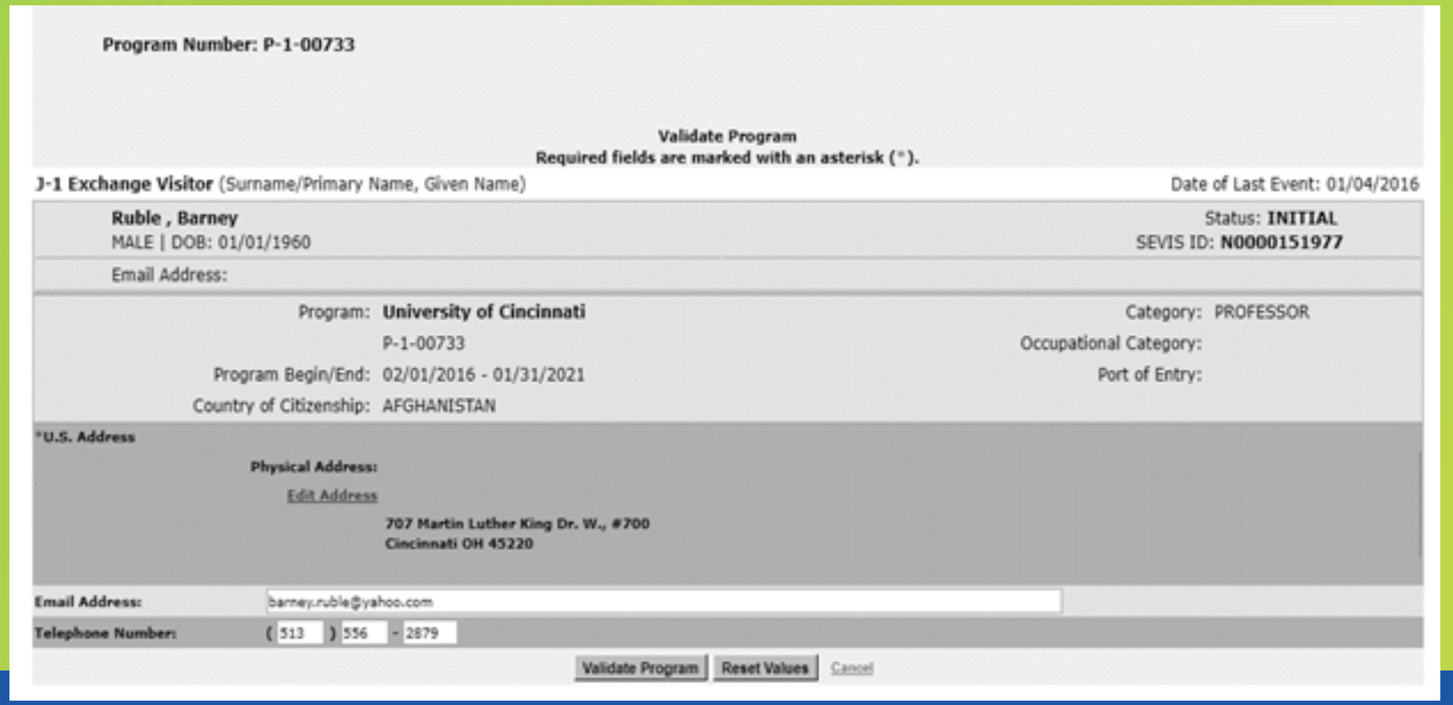


Validating a Program

If SEVIS has an issue with the address it will prompt you to view a suggested address or edit the address. You can select the address modification recommended by SEVIS or edit the address if you think what you have is correct. In this case you can use the "other" reason to continue with the address as entered and put "address doctor issues" in the explanation box.

Validating a Program

When everything is entered you will see the address appear under the U.S. address section of the SEVIS screen.



Program Number: P-1-00733

Validate Program
Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 01/04/2016

Ruble , Barney — Status: INITIAL
MALE | DOB: 01/01/1960 — SEVIS ID: N0000151977

Email Address:

Program: University of Cincinnati — Category: PROFESSOR
P-1-00733 — Occupational Category:
Program Begin/End: 02/01/2016 - 01/31/2021 — Port of Entry:
Country of Citizenship: AFGHANISTAN

*U.S. Address

Physical Address:

Edit Address

707 Martin Luther King Dr. W., #700
Cincinnati OH 45220

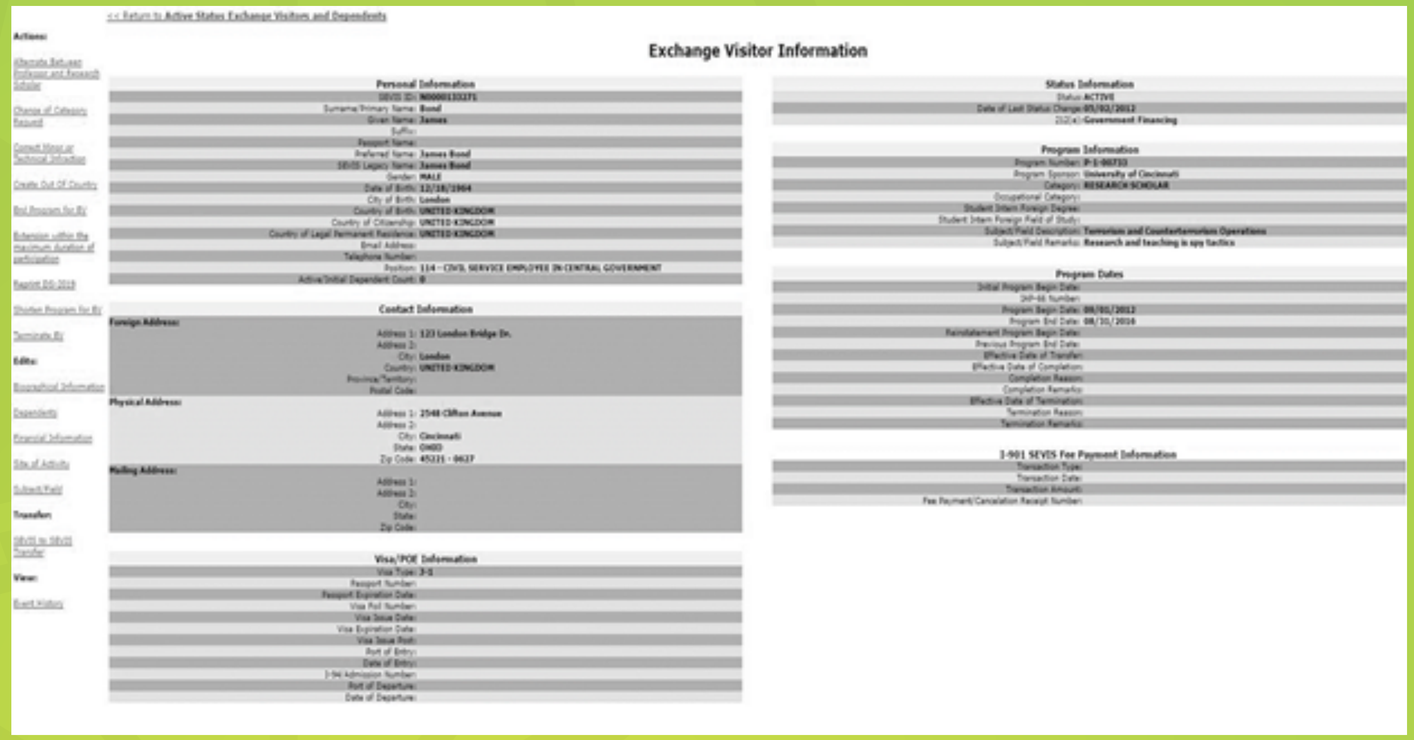
Email Address: barney.ruble@yahoo.com

Telephone Number: (513) 556 - 2879

Validate Program | Reset Values | Cancel

Validating a Program

Once completed, click the “validate program” button to make the SEVIS record active. You can then view the record to ensure it has been made active.



Correcting Minor or Technical Infractions

The Department of State has given authority to the RO/ARO to correct minor technical infractions. Minor technical infractions can include not obtaining a program extension prior to expiration of the DS-2019, not reporting within the first 30 days of the start date indicated on the DS-2019 for validation, not obtaining proper authorization to receive an honorarium, etc. Click on the "correct minor technical infraction" link, use the drop down box to select the reason for correction and click the "correct minor or technical infraction" button.

Correcting Minor or Technical Infractions

Correct Minor or Technical Infraction

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Bond, James
MALE | DOB: 12/18/1964

Status: **ACTIVE**
SEVIS ID: **N0000133271**

Email Address:

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 09/01/2012 - 08/31/2016
Country of Citizenship: UNITED KINGDOM

Category: RESEARCH SCHOLAR
Occupational Category:
Port of Entry:

1. * **Minor or Technical Infraction:** FAILURE TO RECEIVE RO/ARO APPROVAL AND/OR AMENDED DS-2019 BEFORE ACCEPTING AN HONORARIUM OR OTHER TYPE OF PAYMENT

* **Remarks** B/ forget to receive written authorization before accepting honorarium.

Correct Minor or Technical Infraction | Reset Values | Cancel

Correcting Minor or Technical Infractions

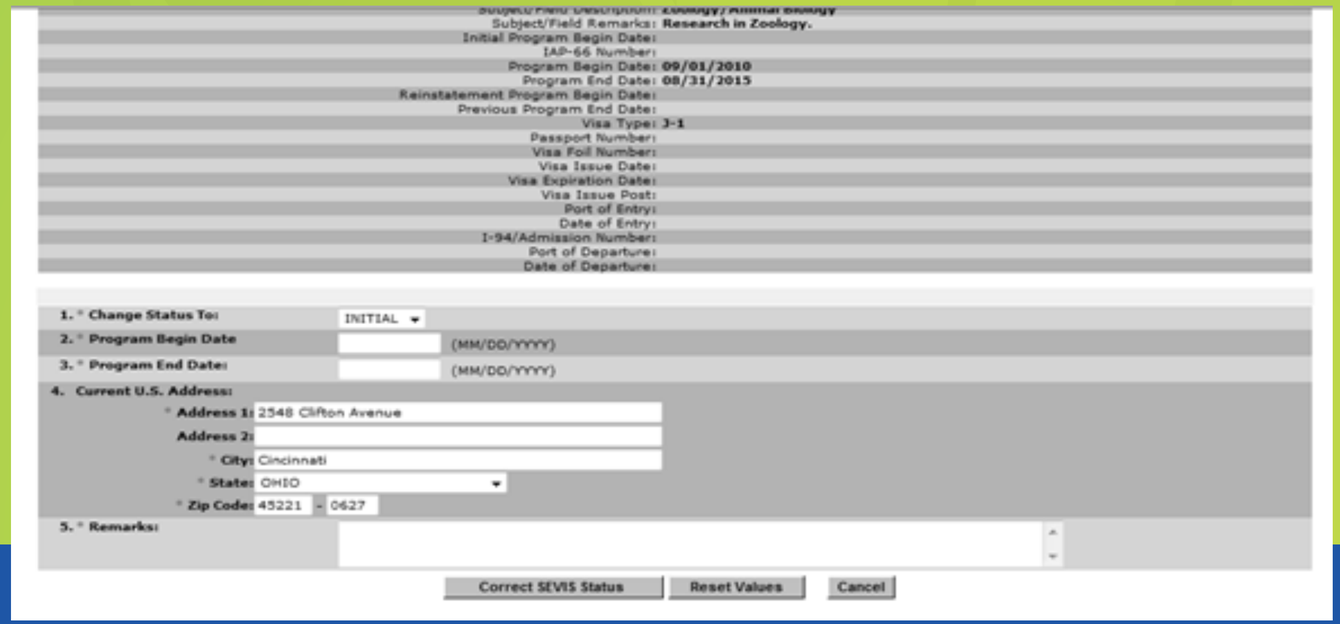
You will be asked to confirm that you have documentation verifying why you are making the correction request. Click the "I agree" button.

Corrections

If the program sponsor fails to update the SEVIS status for an exchange visitor, the status can be corrected. Click the "Correct SEVIS status" link. You will asked to confirm that you understand that you must maintain and provide supporting documentation when asked by the Department of State.

Corrections

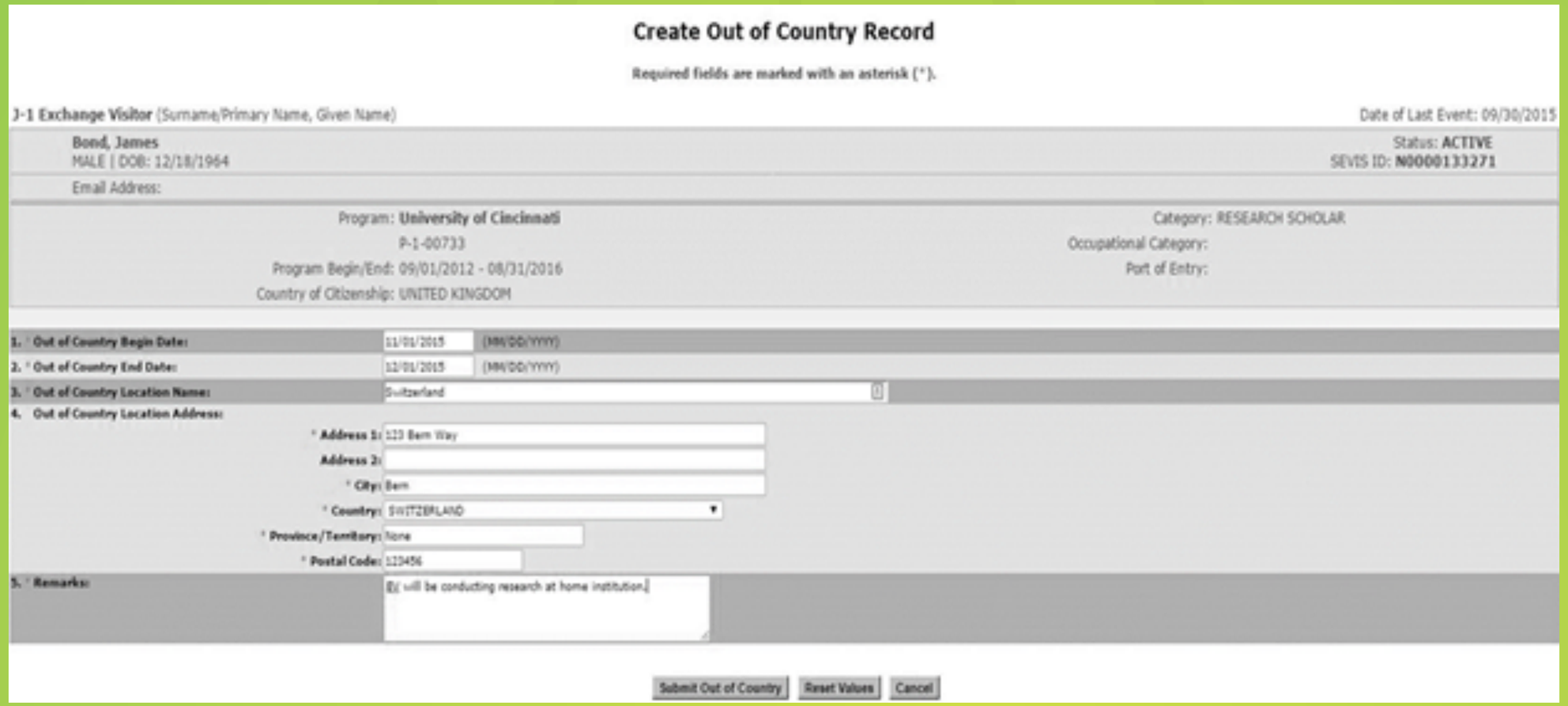
When the correct SEVIS status screen appears you will make the appropriate change to the status using the drop down box (changing initial to active; active to initial, etc.), update the program start and end dates, and explain the situation in the remarks section. Then click the "correct SEVIS status" button.



Creating an Out of Country Record

The “out of country” link can be used to indicate the dates an exchange visitor will be outside the U.S. during the exchange visitor program. It is to be used when the exchange visitor will be spending significant time outside the U.S. (not short vacations, etc.) engaged in exchange program activities. Click the “out of country” link, enter the start and end date the visitor will be outside the U.S., enter the foreign address, explain the reason for the absence in the remarks field, and click the “submit out of country” button. This field is only used for Professors and Research Scholars.

Creating an Out of Country Record



Create Out of Country Record

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Bond, James
MALE | DOB: 12/18/1964
Status: **ACTIVE**
SEVIS ID: **N0000133271**

Email Address:

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 09/01/2012 - 08/31/2016
Country of Citizenship: UNITED KINGDOM

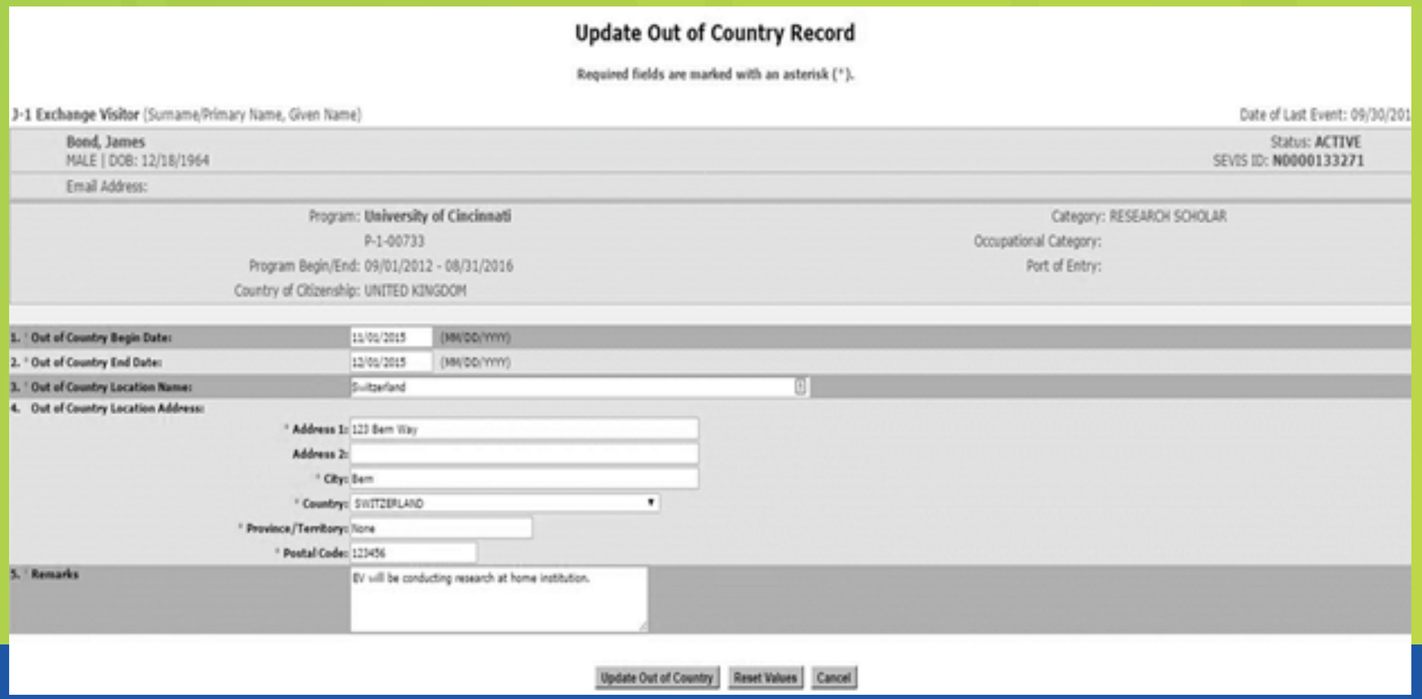
Category: RESEARCH SCHOLAR
Occupational Category:
Port of Entry:

1. * **Out of Country Begin Date:** 11/01/2015 (MM/DD/YYYY)
2. * **Out of Country End Date:** 12/01/2015 (MM/DD/YYYY)
3. * **Out of Country Location Name:** Switzerland
4. **Out of Country Location Address:**
   - * **Address 1:** 123 Bern Way
   - **Address 2:**
   - * **City:** Bern
   - * **Country:** SWITZERLAND
   - * **Province/Territory:** None
   - * **Postal Code:** 123456
5. * **Remarks:** I will be conducting research at home institution.

Submit Out of Country | Reset Values | Cancel

Creating an Out of Country Record

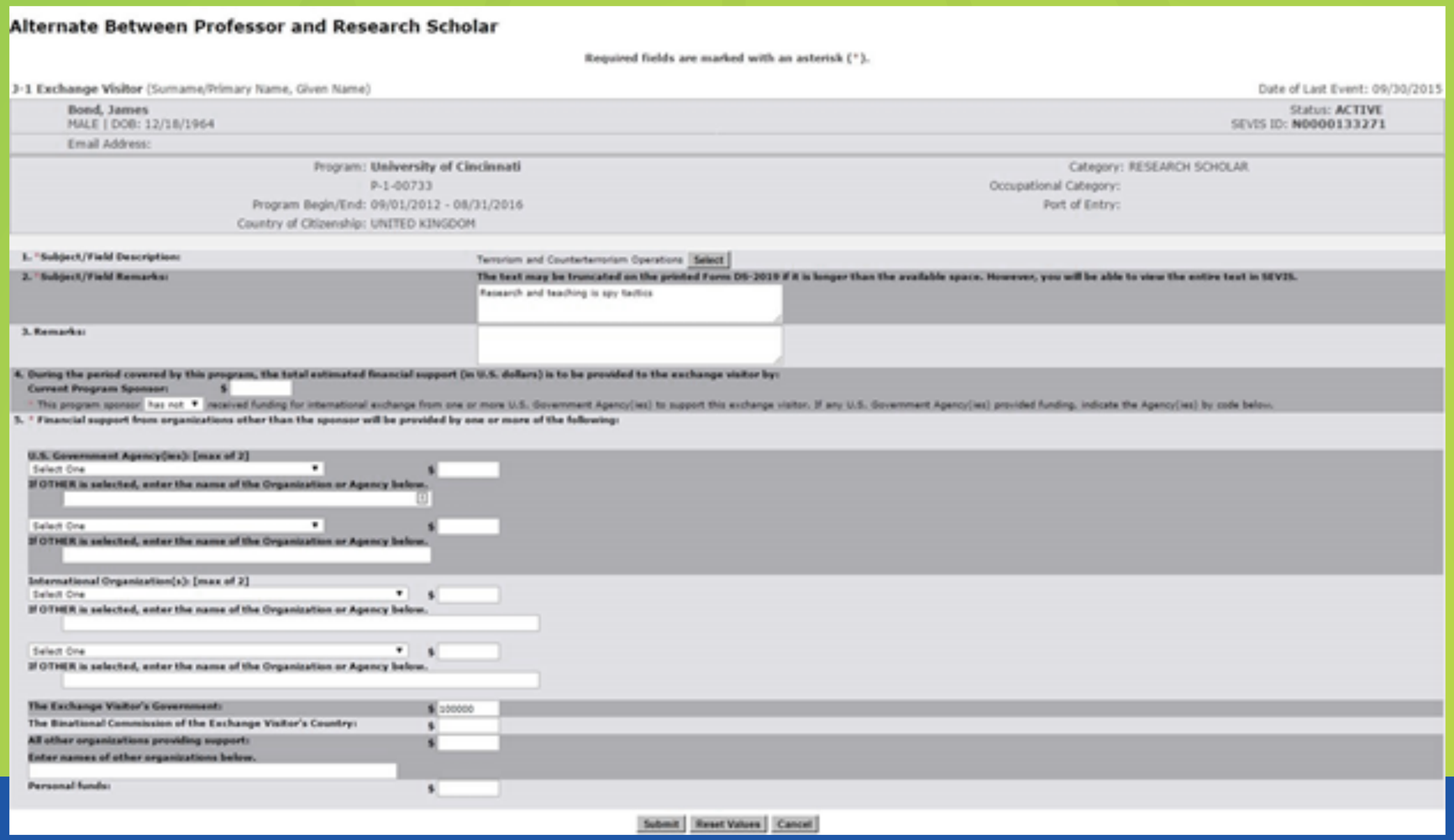
If the out of country location changes the RO/ARO should use "Update Out of Country Record" to make the appropriate changes.



Alternating Between Categories

SEVIS recognizes that some visitors may spend time teaching verses conducting research and considers the Professor and Research Scholar categories to be interchangeable. The SEVIS functionality allows the RO/ARO the ability to alternate the official status of the EV based on the primary activities being conducted at the time, thus changing the category for the EV. Clicking the "Alternate Between Professor and Research Scholar" button changes the primary activity back and forth as necessary.

Alternating Between Categories



Alternate Between Professor and Research Scholar

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Bond, James
MALE | DOB: 12/18/1964
Email Address:

Status: **ACTIVE**
SEVIS ID: **N0000133271**

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 09/01/2012 - 08/31/2016
Country of Citizenship: UNITED KINGDOM

Category: RESEARCH SCHOLAR
Occupational Category:
Port of Entry:

1. *Subject/Field Description: Terrorism and Counterterrorism Operations [Select]

2. *Subject/Field Remarks: **The text may be truncated on the printed Form DS-2019 if it is longer than the available space. However, you will be able to view the entire text in SEVIS.**
Research and teaching is spy tactics

3. Remarks:

4. During the period covered by this program, the total estimated financial support (in U.S. dollars) is to be provided to the exchange visitor by:
Current Program Sponsor: $
* This program sponsor: has not received funding for international exchange from one or more U.S. Government Agency(ies) to support this exchange visitor. If any U.S. Government Agency(ies) provided funding, indicate the Agency(ies) by code below.

5. * Financial support from organizations other than the sponsor will be provided by one or more of the following:

U.S. Government Agency(ies): [max of 2]
Select One $
If OTHER is selected, enter the name of the Organization or Agency below.
Select One $
If OTHER is selected, enter the name of the Organization or Agency below.

International Organization(s): [max of 2]
Select One $
If OTHER is selected, enter the name of the Organization or Agency below.
Select One $
If OTHER is selected, enter the name of the Organization or Agency below.

The Exchange Visitor's Government: $ 100000
The Binational Commission of the Exchange Visitor's Country: $
All other organizations providing support: $
Enter names of other organizations below.
Personal funds: $

[Submit] [Reset Values] [Cancel]

Changing Program Categories

As indicated previously, the Professor and Research scholar categories are considered to be interchangeable. However, an exchange visitor is not permitted to move from one category to another (i.e. student to research scholar) without the approval of the Department of State. Such a change requires submitting a formal request, with fee, to the Department of State for consideration. In such cases the RO/ARO would need to use the "Change of Category Request" in SEVIS to indicate the new category being requested. You will enter the new category, subject field, subject description, program dates, and update the sources of support. When done click the "submit" button.

Please note that while this functionality exists, the Department of State rarely approves such requests.

Changing Program Categories

Change of Category Request

University of Cincinnati - P-1-00733

Required fields are marked with an asterisk (*)

J-1 Exchange Visitor (Surname/Primary Name, Given Name)

Date of Last Event: 09/11/2017

Ruble , Barney
MALE | DOB: 01/01/1960

Status: **ACTIVE**
SEVIS ID: **N0000151977**

Email Address: barney.ruble@yahoo.com

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 02/01/2016 - 01/31/2021
Country of Citizenship: AFGHANISTAN

Category: PROFESSOR
Occupational Category:
Port of Entry:

Program Information

Exchange Visitor Category *

PROFESSOR

Subject/Field Description *

14.4301 Select

Biochemical Engineering

Subject/Field Remarks *

The text may be truncated on the printed Form DS-2019 if it is longer than the available space. However, you will be able to view the entire text in SEVIS.

Research Biomedical technology

Characters Remaining: 969

Changing Program Categories

Program Begin Date *

02 / 01 / 2016

Program End Date *

01 / 31 / 2021

Financial

During the period covered by this program, the total estimated financial support (in U.S. dollars) is to be provided to the exchange visitor by:

This program sponsor * has not **received funding for international exchange from one or more U.S. Government Agency(ies) to support this exchange visitor.**

U.S. Government Agency(ies) [max of 2]

Agency: $

Other Agency:

Agency: $

Other Agency:

International Organization(s) [max of 2]

Organization: $

Other Organization:

Organization: $

Other Organization:

Other Funding Resources

The Binational Commission of the Exchange Visitor's Country: $

The Exchange Visitor's Government: $

All other organizations providing support:

$

Current Program Sponsor: $ 100,000

Personal funds: $

Shortening a Program

The Shorten Program for EV link is to be used under various circumstances to indicate that an exchange visitor program will end prior to the original end date indicated on the DS-2019 (program objectives completed early, culture shock, death, inadequate financial support, medical emergency, withdrawal from program, etc.). The RO/ARO should shorten the DS-2019 appropriately when an earlier end date is necessary. To shorten a program click the "shorten program for EV" link, use the drop down box to select the reason the program is ending, indicate the new program end date, enter remarks, and click the "shorten program for EV" button.

Shortening a Program

Shorten Program for EV

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name)

Date of Last Event: 09/11/2017

Ruble , Barney
MALE | DOB: 01/01/1960

Status: **ACTIVE**
SEVIS ID: **N0000151977**

Email Address: barney.ruble@yahoo.com

Program:	**University of Cincinnati**	Category:	PROFESSOR
	P-1-00733	Occupational Category:	
Program Begin/End:	02/01/2016 - 01/31/2021	Port of Entry:	
Country of Citizenship:	AFGHANISTAN		

1. * **Shorten Program Reason:**	PROGRAM OBJECTIVES COMPLETED EARLY	
2. * **Program End Date:**	11/01/2017	(MM/DD/YYYY)
3. * **Remarks:**	Research program is complete.	

Shorten Program for EV | Reset Values | Cancel

Extending a Program

When the program sponsor and the exchange visitor want the program to continue beyond the current end date, provided the maximum time allowed for the J-1 category has not been reached, the RO/ARO can extend the program for an exchange visitor. The RO/ARO should click the "extend program within maximum duration of participation" link. Enter the new end date, add remarks if necessary, and click the "extend program" button. Print the new DS-2019 for the exchange visitor. Keep in mind if any other information needs to be updated at that time (sources of financial support, etc.) the RO/ARO will need to update those sections of the SEVIS record as well.

Extending a Program

Extension within the maximum duration of participation

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Bond, James — Status: **ACTIVE**
MALE | DOB: 12/18/1964 — SEVIS ID: **N0000133271**

Email Address:

Program: **University of Cincinnati** — Category: RESEARCH SCHOLAR
P-1-00733 — Occupational Category:
Program Begin/End: 09/01/2012 - 08/31/2016 — Port of Entry:
Country of Citizenship: UNITED KINGDOM

1. * **Program End Date:** 08/31/2016 (MM/DD/YYYY)

2. **Remarks**

Submit Extension | Reset Values | Cancel

Terminating a Program

There are certain circumstances that require the program sponsor to terminate an exchange visitor program. Such circumstances include conviction of a crime, disciplinary action, engaging in unauthorized employment, failure to pursue exchange program activities, failure to maintain insurance, failure to maintain a full course of study, involuntary suspension, violating exchange visitor regulations, violating sponsor rules governing the program, and other. Click the "terminate EV program" link, use the drop down box to select the reason for termination, indicate the date of termination, and enter remarks (optional). Then click the "Terminate EV" button. An explanation is required if "other" is selected as the reason.

Terminating a Program

Terminate EV

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/11/2017

Ruble , Barney
MALE | DOB: 01/01/1960
Status: **ACTIVE**
SEVIS ID: **N0000151977**

Email Address: barney.ruble@yahoo.com

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 02/01/2016 - 01/31/2021
Country of Citizenship: AFGHANISTAN

Category: PROFESSOR
Occupational Category:
Port of Entry:

1. * **Termination Reason:** FAILURE TO PURSUE EV PROGRAM ACTIVITIES

* **Explanation: (Required if Other is selected above.)**

Characters Remaining: 500

2. * **Effective Termination Date:** 11 / 01 / 2017 (MM/DD/YYYY)

3. **Remarks:**

Characters Remaining: 500

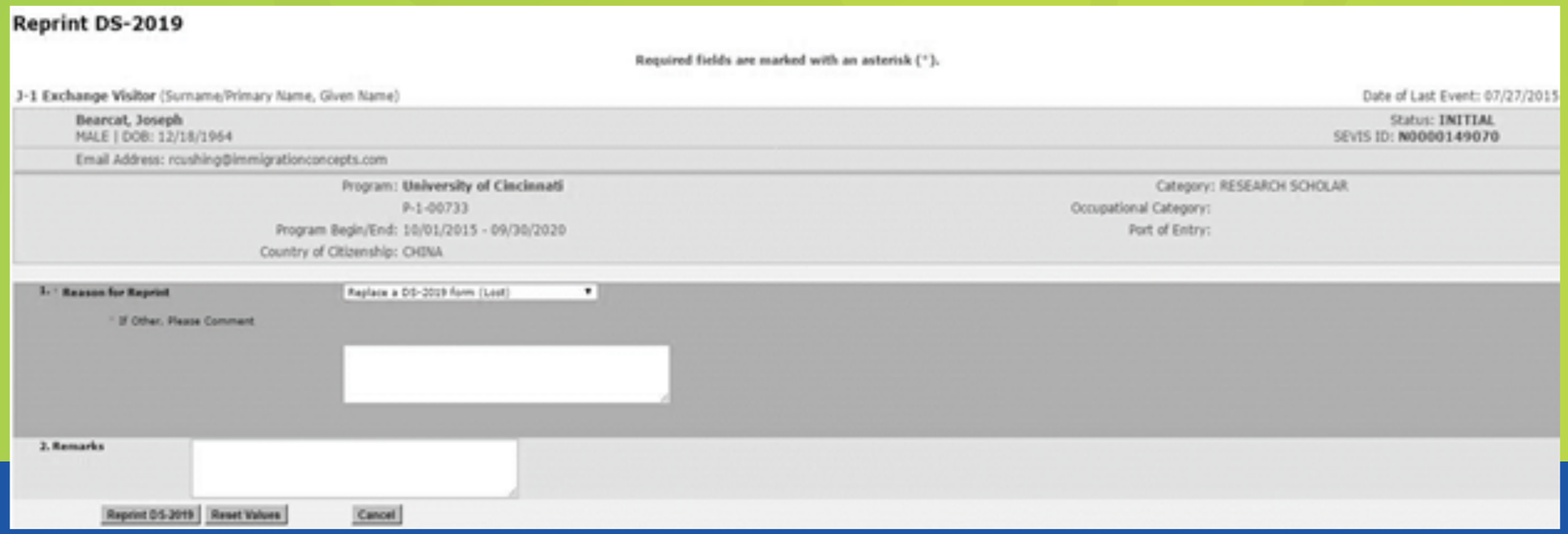
Terminate EV | Reset Values | Cancel

Select One

- Select One
- CONVICTION OF A CRIME
- DISCIPLINARY ACTION
- ENGAGING IN UNAUTHORIZED EMPLOYMENT
- FAILURE TO MAINTAIN A FULL COURSE OF STUDY
- FAILURE TO MAINTAIN HEALTH INSURANCE
- FAILURE TO PURSUE EV PROGRAM ACTIVITIES
- FAILURE TO SUBMIT CHANGE OF CURRENT ADDRESS WITHIN 10 DAYS
- INVOLUNTARY SUSPENSION
- OTHER
- VIOLATING EXCHANGE VISITOR PROGRAM REGULATIONS
- VIOLATING SPONSOR RULES GOVERNING THE PROGRAM

Reprinting a DS-2019

An RO/ARO can reprint a DS-2019 for an exchange visitor when circumstances warrant. Such circumstances would include losing the DS-2019, having it damaged, stolen, or other legitimate reasons. Click the "Reprint DS-2019" link, select the reason for issuing the DS-2019 using the drop down box, enter remarks if "other" was selected as the reason, and click the "reprint DS-2019" button.



Updating Biographical Information

When personal information for an exchange visitor needs to updated (correct name, date of birth, country of birth, foreign address, etc.), click the “biographical information” link. Make the appropriate updates and click the “submit” button. Print the new DS-2019 for the exchange visitor.

Updating Biographical Information

Update Biographical Information

University of Cincinnati - P-1-00733

Required fields are marked with an asterisk (*)

J-1 Exchange Visitor (Surname/Primary Name, Given Name)

Date of Last Event: 09/11/2017

Ruble , Barney
MALE | DOB: 01/01/1960

Status: **ACTIVE**
SEVIS ID: **N0000151977**

Email Address: barney.ruble@yahoo.com

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 02/01/2016 - 01/31/2021
Country of Citizenship: AFGHANISTAN

Category: PROFESSOR
Occupational Category:
Port of Entry:

Class of Admission

Class of Admission: J-1

Name

Surname/Primary Name *
Ruble

Given Name
Barney

Suffix
Select One

Passport Name
Barney Ruble

Preferred Name
Barney Ruble

Surname/Primary Name The Surname/Primary Name is required. If the person has only one name, use this field. Do not use any special characters. Only letters A to Z and spaces are allowed. Do not use an abbreviation such as FNU to indicate a name is unknown. See Help for more information.

Given Name Use this field for names other than the Surname/Primary names such as first and middle names. If the person has only one name, this field may be left blank. Do not use any special characters. Only letters A to Z and spaces are allowed. Do not use an abbreviation such as FNU to indicate a name is unknown. See Help for more information.

Passport Name Passport Name is optional but highly recommended. Enter the names found in the machine readable section of the passport, leaving out the separator character "<". Enter them in the order shown on the passport. See Help for more information.

Preferred Name This field allows names to be written in the order preferred in the person's home country. It may contain letters with diacritical markings such as ?? or ?'. It may also contain hyphens, apostrophes, and a comma before the suffix. If you do not enter a Preferred Name, SEVIS will automatically enter the given name, surname/primary name, and a suffix, if applicable. See Help for more information.

Updating Biographical Information

Demographics

Birth Date *

01 / 01 / 1960

The nonimmigrant exchange visitor was born on January 1st, 1960 and is 57 years old

Gender *

FEMALE MALE

City of Birth: *

Kabul

Country Of Birth *

AFGHANISTAN

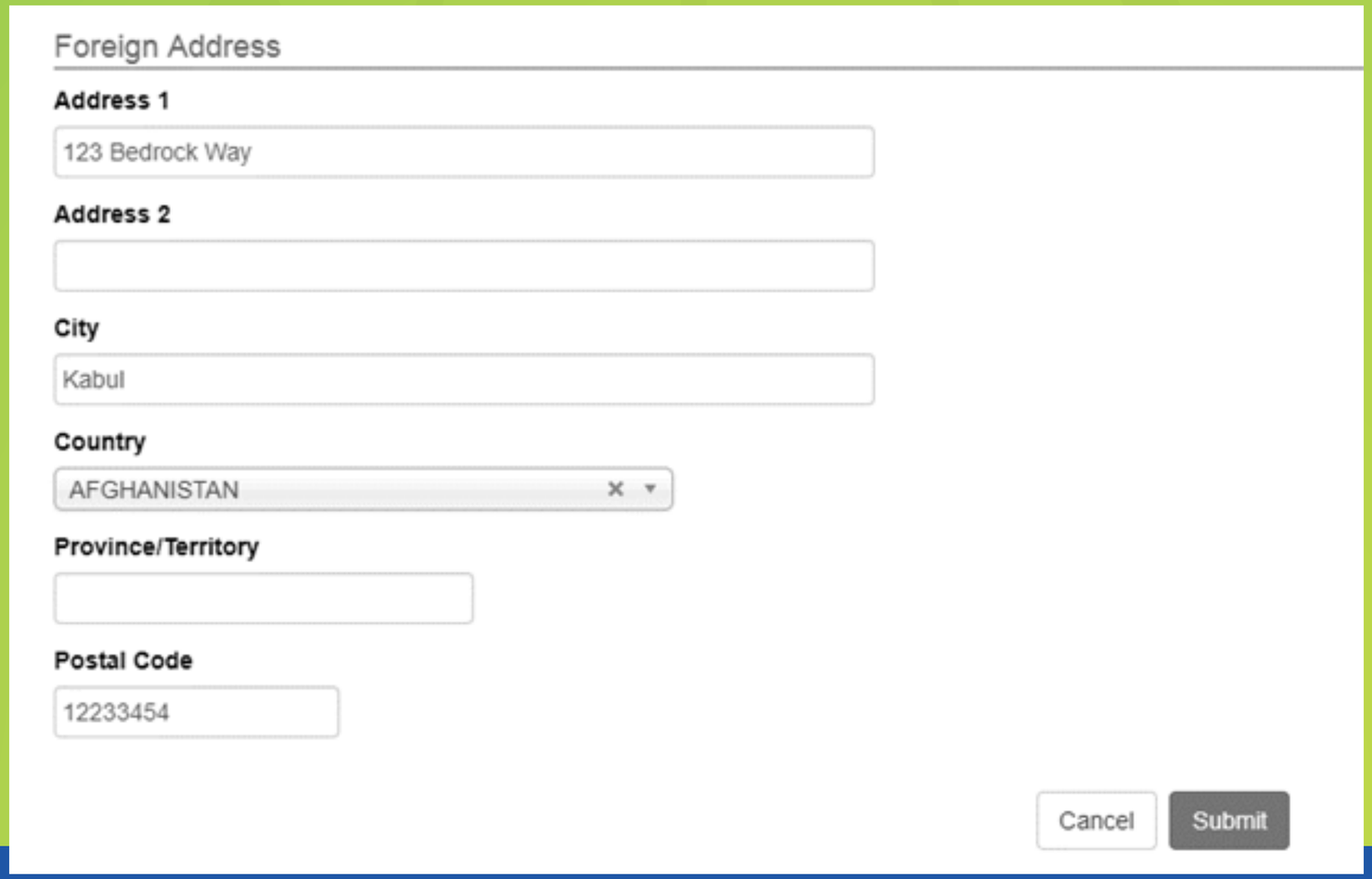
Country Of Citizenship *

AFGHANISTAN

Country of Legal Permanent Residence *

AFGHANISTAN

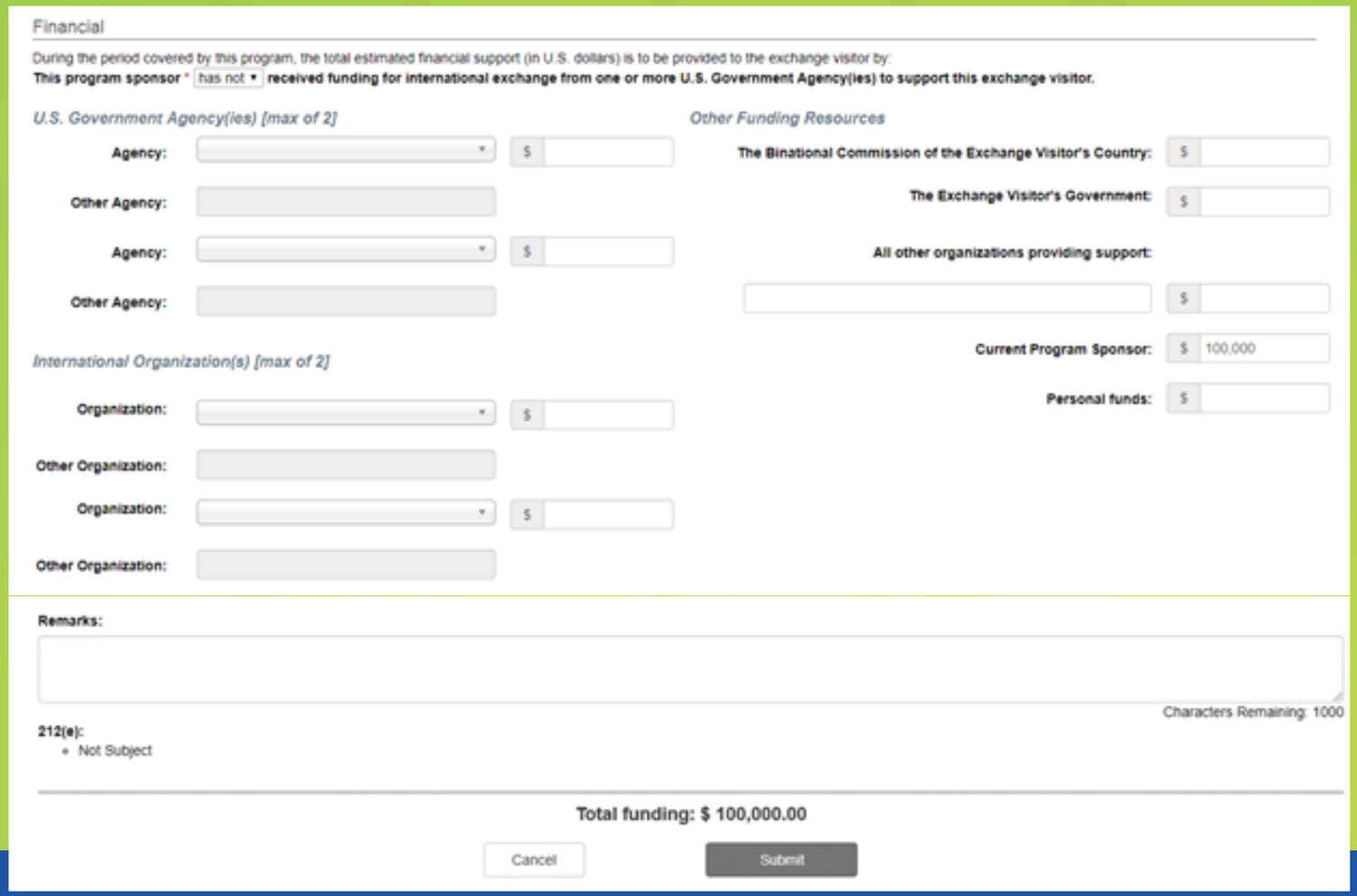
Updating Biographical Information



Updating Financial Information

If the financial support for an exchange visitor changes you must update SEVIS to reflect the changes. Click the “financial information” link, make the appropriate changes, and click the “submit” button. Print the updated DS-2019 for the exchange visitor.

Updating Financial Information



Updating Site of Activity

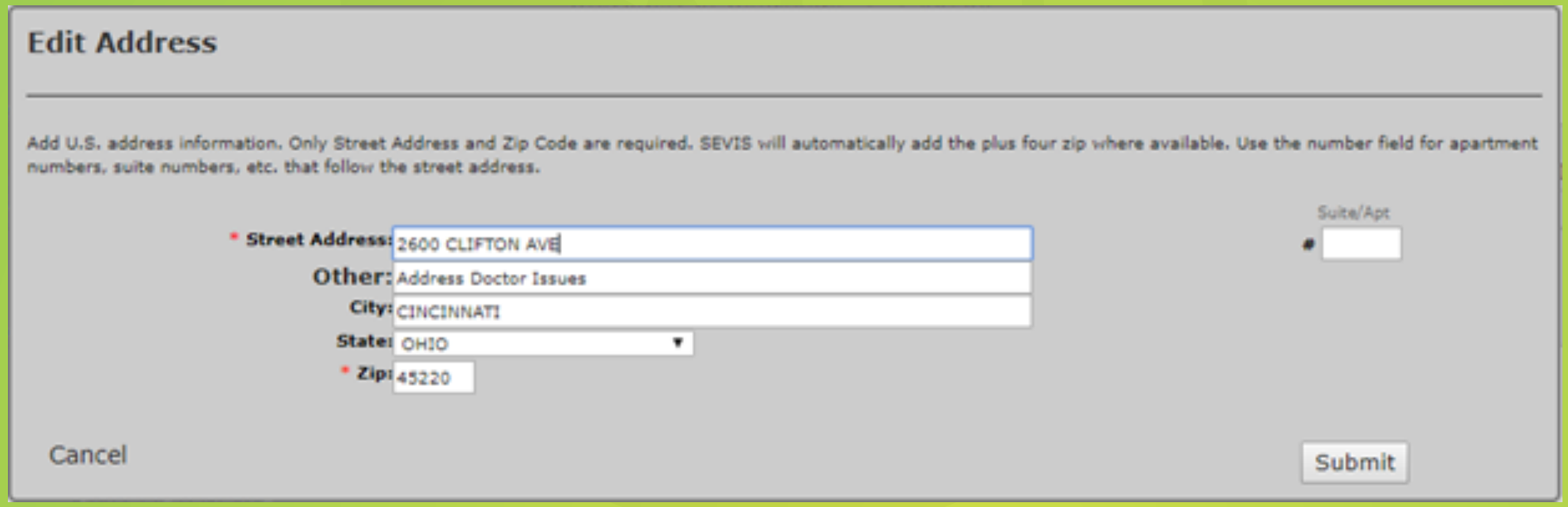
If the site of activity for the exchange visitor changes you must update SEVIS to reflect the new site of activity. Click the "site of activity" link and either "add site of activity" if adding an additional site of activity or click the "edit" button to change the current site of activity.

Updating Site of Activity

If editing the current site of activity click the “edit address” link.

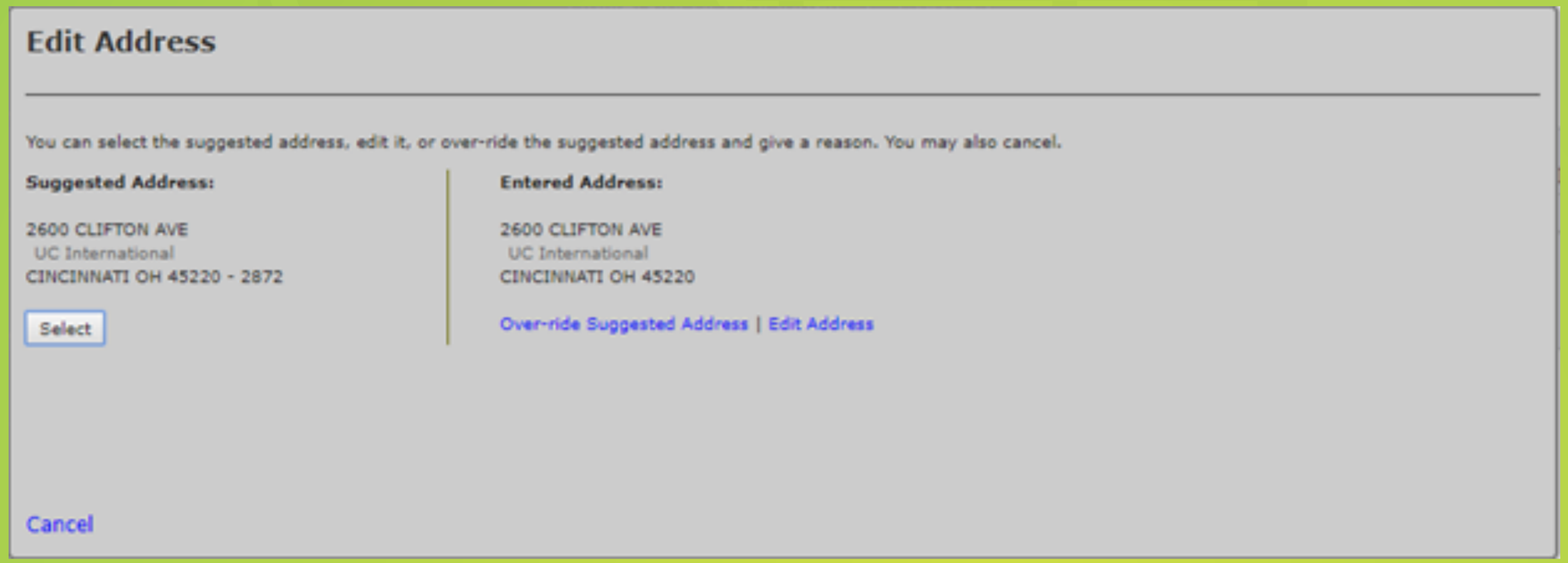
Updating Site of Activity

Make the necessary changes and click the “submit” button.



Updating Site of Activity

You may be prompted to select the address provided by SEVIS or override the selection.

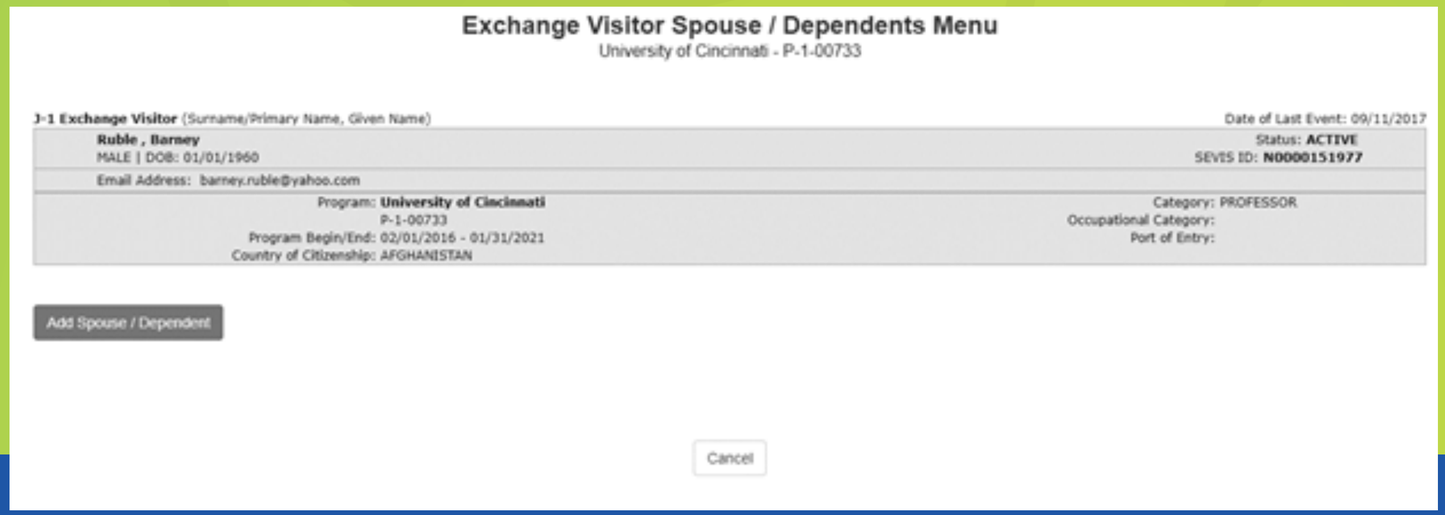


Updating Site of Activity

Next click the “submit” button.

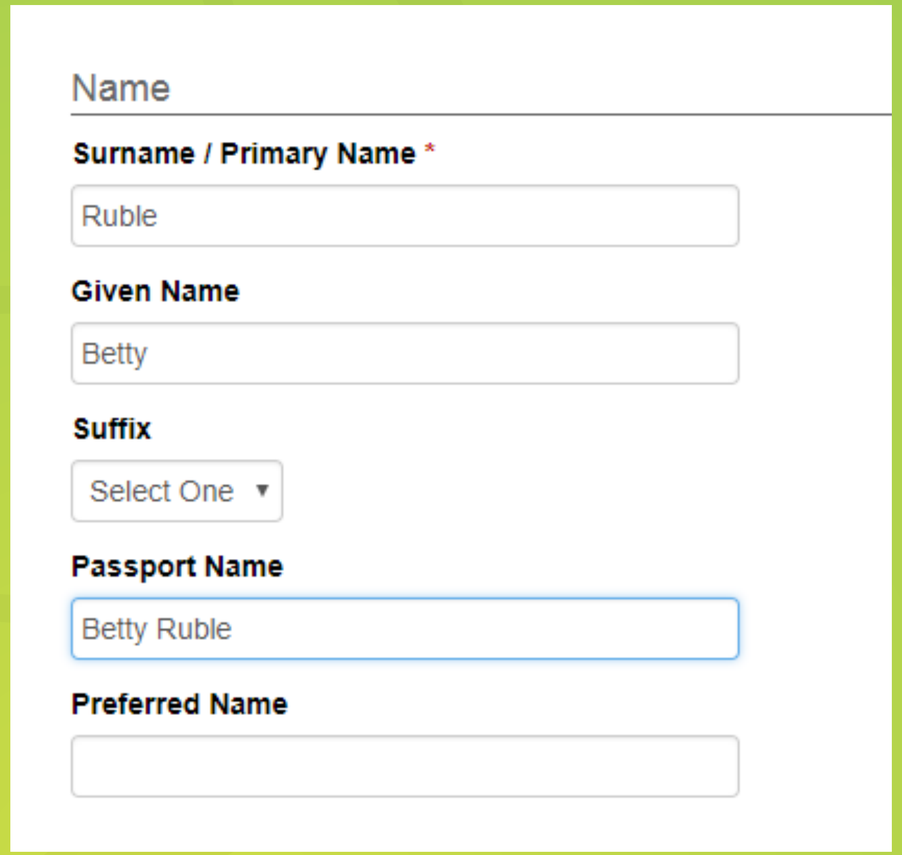
Adding Dependents

Exchange visitors can bring a married spouse and dependent children under the age of 21 to the U.S. All dependents need a DS-2019 for J-2 visa applications. To add dependents to an exchange visitor's record, click the "Dependent" button from the EV record and then the "Add Spouse/Dependent" button.

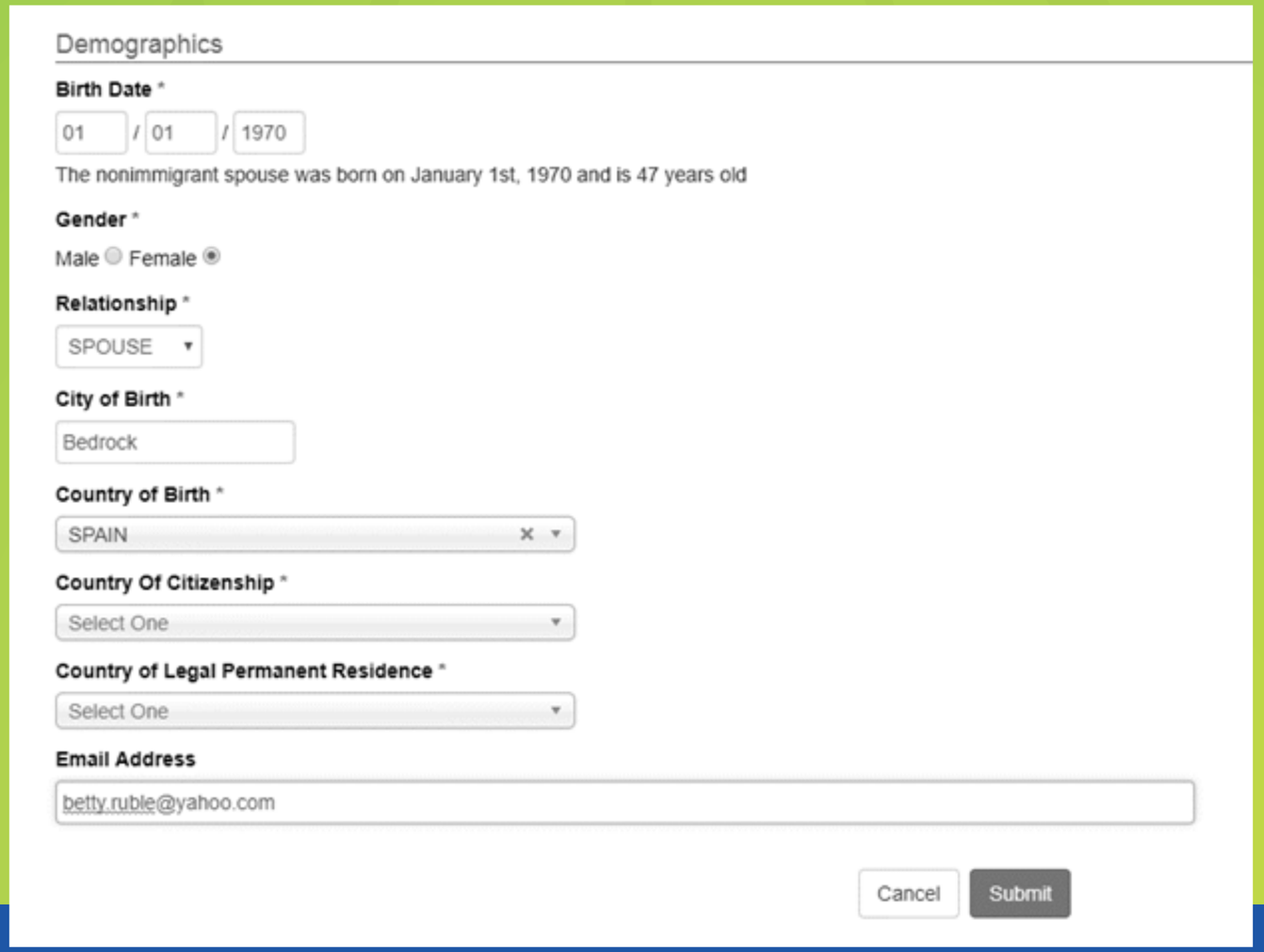


Adding Dependents

Enter the information about the dependent (previously described in the creating a DS-2019 section), and click the “submit” button. Print the DS-2019 for each dependent.



Adding Dependents



Transferring Out

When an exchange visitor wants to transfer from your program to another sponsor you click on the “SEVIS to SEVIS Transfer” link. Enter the date for transfer and the new program sponsor’s SEVIS program number and click the “validate transfer” button. You must know the new program sponsor’s number as there is no search functionality to find other Exchange Visitor programs.

Transferring Out

Program Number: P-1-00733

SEVIS to SEVIS - Exchange Visitor Transfer
Required fields are marked with an asterisk (*)

J-1 Exchange Visitor (Surname/Primary Name, Given Name) Date of Last Event: 09/12/2017

Ruble , Barney
MALE | DOB: 01/01/1960
Status: **ACTIVE**
SEVIS ID: **N0000151977**

Email Address: barney.ruble@yahoo.com

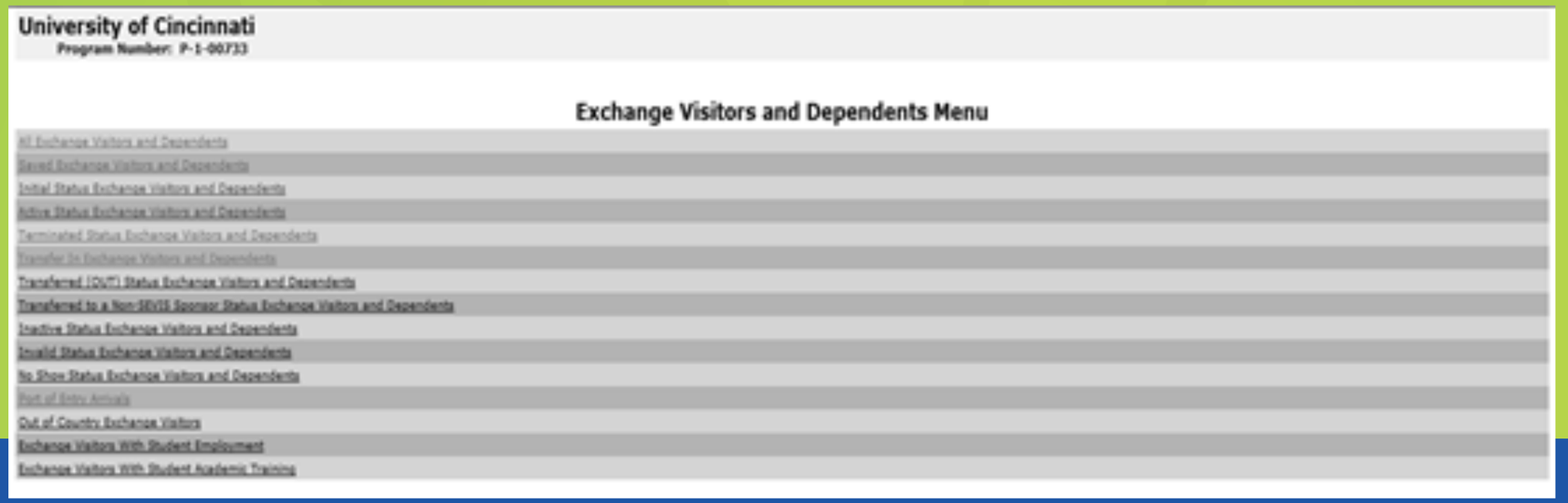
Program:	**University of Cincinnati**	Category:	PROFESSOR
	P-1-00733	Occupational Category:	
Program Begin/End:	02/01/2016 - 01/31/2021	Port of Entry:	
Country of Citizenship:	AFGHANISTAN		

1. * **Effective Date of Transfer:**	10/01/2017	(MM/DD/YYYY)
2. * **Receiving Program Sponsor Number:**	P-1-00733	(X-X-XXXXX)

Validate Transfer | Reset Values | Cancel

Transferring In

When an exchange visitor wants to transfer to your program sponsorship from another program sponsor you first need to click on the “EV List” link on the main menu and then the “Transfer in Exchange Visitors and Dependents” link.



Transferring In

Next find the exchange visitor you want to transfer in and click on the individual. Next click the Edit DS-2019 link on the Actions menu to begin updating the EV's DS-2019 Form. The link to the EV in question will not be live until the release date has been reached.

List of Transfer In Exchange Visitors and Dependents

Return to Lists

SEVIS ID	Surname/Primary Name	Given Name	Visa	Category	Effective Transfer Date
N00[redacted]	Christakopoulos	Georgios	J-1	RESEARCH SCHOLAR	10/15/2015
N00[redacted]	[redacted]	SHAOLONG	J-1	RESEARCH SCHOLAR	10/07/2015

1 Rec

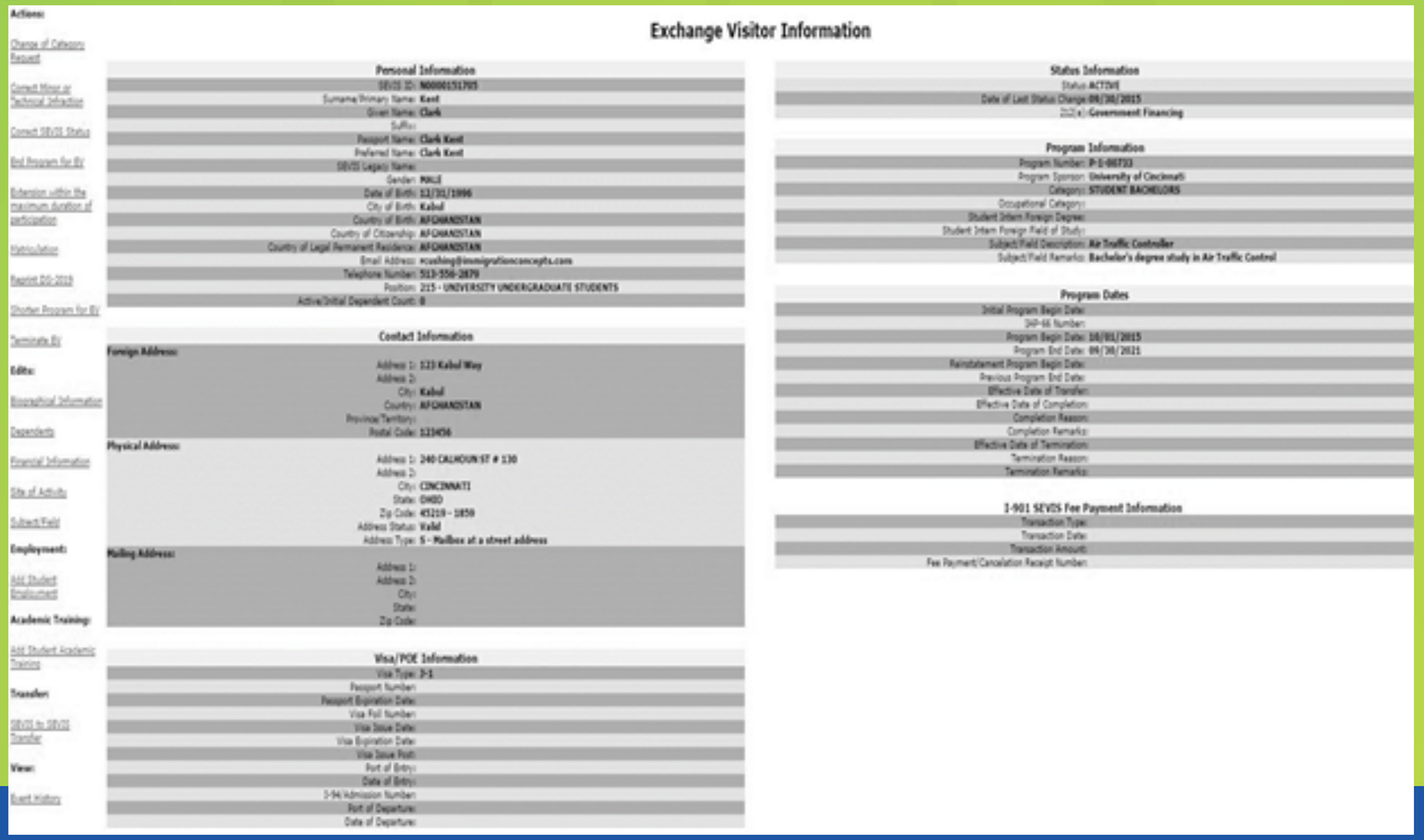
Transferring In

At this step you are completing the same steps as when you are creating a new initial DS-2019. The only difference is you won't be able to alter the end date yet. You must complete the DS-2019, validate the program, then complete a program extension if more time is desired and available to the Exchange Visitor.

Special Functionality for Students

Within SEVIS there is special functionality that will only appear on the record of an EV in the "student" category. The special functionality includes: matriculation; add student employment; add student academic training. RO/ARO's must understand this functionality for EV's in the student category.

Special Functionality for Students



Actions:

Change of Category Request

Correct Minor or Technical Infraction

Correct SEVIS Status

End Program for BV

Extension within the maximum duration of participation

Matriculation

Reprint DS-2019

Shorten Program for BV

Terminate BV

Edits:

Biographical Information

Dependents

Financial Information

Site of Activity

Subject/Field

Employment:

Add Student Employment

Academic Training:

Add Student Academic Training

Transfer:

SEVIS to SEVIS Transfer

View:

Event History

Exchange Visitor Information

Personal Information

SEVIS ID:	N0000151705
Surname/Primary Name:	Kent
Given Name:	Clark
Suffix:	
Passport Name:	Clark Kent
Preferred Name:	Clark Kent
SEVIS Legacy Name:	
Gender:	MALE
Date of Birth:	12/31/1996
City of Birth:	Kabul
Country of Birth:	AFGHANISTAN
Country of Citizenship:	AFGHANISTAN
Country of Legal Permanent Residence:	AFGHANISTAN
Email Address:	rcushing@immigrationconcepts.com
Telephone Number:	513-556-2879
Position:	215 - UNIVERSITY UNDERGRADUATE STUDENTS
Active/Initial Dependent Count:	0

Contact Information

Foreign Address:

Address 1:	123 Kabul Way
Address 2:	
City:	Kabul
Country:	AFGHANISTAN
Province/Territory:	
Postal Code:	123456

Physical Address:

Address 1:	240 CALHOUN ST # 130
Address 2:	
City:	CINCINNATI
State:	OHIO
Zip Code:	45219 - 1850
Address Status:	Valid
Address Type:	S - Mailbox at a street address

Mailing Address:

Address 1:	
Address 2:	
City:	
State:	
Zip Code:	

Visa/POE Information

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

Status Information

Status:	ACTIVE
Date of Last Status Change:	09/30/2015
[illegible]:	Government Financing

Program Information

Program Number:	P-1-00733
Program Sponsor:	University of Cincinnati
Category:	STUDENT BACHELORS
Occupational Category:	
Student Intern Foreign Degree:	
Student Intern Foreign Field of Study:	
Subject/Field Description:	Air Traffic Controller
Subject/Field Remarks:	Bachelor's degree study in Air Traffic Control

Program Dates

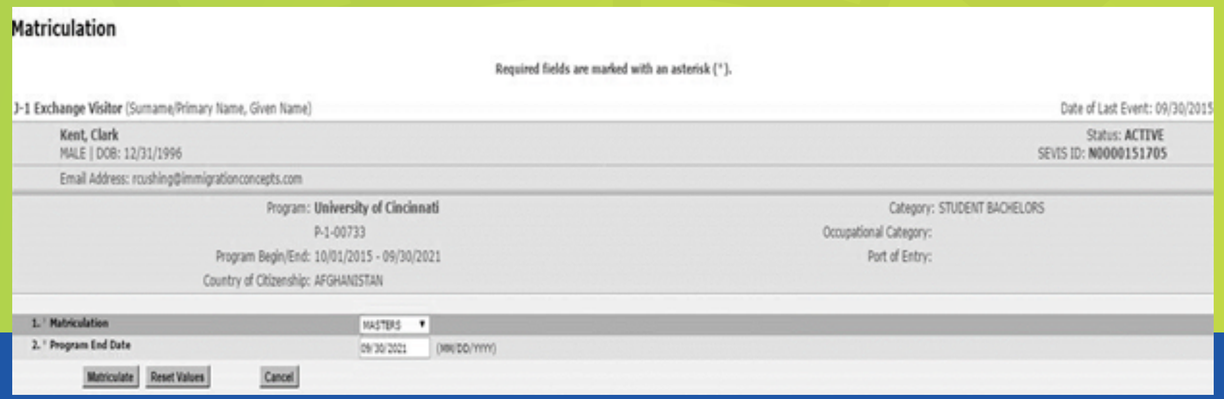
Initial Program Begin Date:	
DAP-66 Number:	
Program Begin Date:	10/01/2015
Program End Date:	09/30/2021
Reinstatement Program Begin Date:	
Previous Program End Date:	
Effective Date of Transfer:	
Effective Date of Completion:	
Completion Reason:	
Completion Remarks:	
Effective Date of Termination:	
Termination Reason:	
Termination Remarks:	

I-901 SEVIS Fee Payment Information

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

Matriculating Students

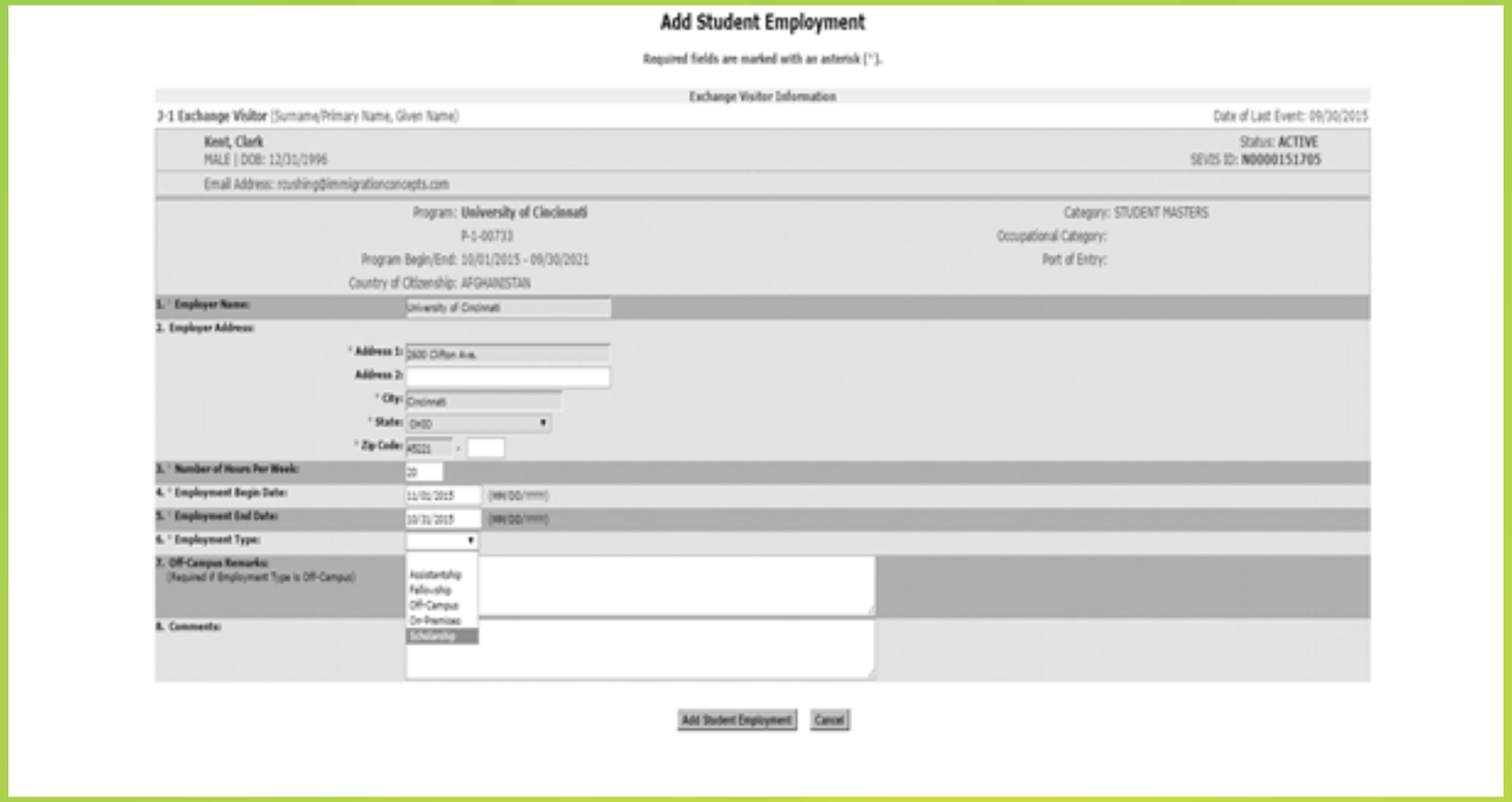
The “matriculation” link in SEVIS is used to advance students from one degree level to another. Use the drop down box on the matriculation line to select the new level of study and the new program end date. If sources of financial support are changing as a result of the change in degree you will need to update that section of the student record as well.



Adding Student Employment

All student employment for J-1 exchange visitors must be entered into SEVIS, including on-campus employment. Click the "Add Student Employment" link and enter the name and address of the employer. You must indicate the hours worked per week (not to exceed 20 hours per week for on campus work) and the start date and end date of the employment. You can only enter up to one year of employment at a time, even for graduate students who are expected to work on campus for multiple years. Use the drop down box to select the employment type (assistantship; fellowship; off-campus; on-premises; or scholarship). Note that unlike F-1 students the RO/ARO has the ability to authorize off-campus work for economic necessity. If that is the type of employment being authorized you must use the "off-campus remarks" box to indicate why the employment is necessary. Academic training should not be authorized in this section. There is a separate section for academic training authorizations.

Adding Student Employment



Add Student Employment

Required fields are marked with an asterisk (*).

Exchange Visitor Information

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Kent, Clark — Status: ACTIVE
MALE | DOB: 12/31/1996 — SEVIS ID: N0000151705

Email Address: roushing@immigrationconcepts.com

Program: University of Cincinnati — Category: STUDENT MASTERS
P-1-00733 — Occupational Category:
Program Begin/End: 10/01/2015 - 09/30/2021 — Port of Entry:
Country of Citizenship: AFGHANISTAN

1. * Employer Name: University of Cincinnati
2. Employer Address:
   * Address 1: 2600 Clifton Ave.
   Address 2:
   * City: Cincinnati
   * State: OHIO
   * Zip Code: 45221 -
3. * Number of Hours Per Week: 20
4. * Employment Begin Date: 11/01/2015 (MM/DD/YYYY)
5. * Employment End Date: 10/31/2015 (MM/DD/YYYY)
6. * Employment Type:
7. Off-Campus Remarks: (Required if Employment Type is Off-Campus)
8. Comments:

Assistantship
Fellowship
Off-Campus
On-Premises
Scholarship

Add Student Employment | Cancel

Academic Training

J-1 students are entitled to Academic Training under the following circumstances:

- 18 months for a bachelor's or master's degree
- 36 months for a doctoral degree
- Equal amounts based on time spent studying for non-degree students (not to exceed 18 months)

Academic training can be used during a program of study or after program completion. For doctoral students, only 18 months can be authorized during the program of study. The student must complete the degree to become eligible for the full 36 months.

The Academic Training employment must be directly related to the student's program of study. If academic training is being authorized following graduation, it must be authorized before the DS-2019 end date.

Academic Training

To authorize Academic Training the RO/ARO must click the "Add Student Academic Training" link. Next enter name and contact details for the supervisor at the place of employment, the name and address of the employer, the number of hours a week that will be worked, the start date and the end date for the employment, and describe the objective of the Academic Training. Click the "Add Student Academic Training" button when done and print the new DS-2019 and provide it to the student. The DS-2019 will show the name and address of the employer and the dates of employment.

Academic Training

Add Student Academic Training

Required fields are marked with an asterisk (*).

Exchange Visitor Information

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Kent, Clark
MALE | DOB: 12/31/1996
Status: **ACTIVE**
SEVIS ID: **N0000151705**

Email Address: rcushing@immigrationconcepts.com

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 10/01/2015 - 09/30/2021
Country of Citizenship: AFGHANISTAN

Category: STUDENT MASTERS
Occupational Category:
Port of Entry:

1. Name of Supervisor:

* **Last Name:** Lane
* **First Name:** Lois
Telephone Number: 513 556 4278 **ext.**
Email Address: lois.lane@dailyplanet.com

2. * Site of Academic Training Name:

3. Site of Academic Training Address:

* **Address 1:** 124 Global Way
Address 2: 3134 Edwards Center One
* **City:** Cincinnati
* **State:** OHIO
* **Zip Code:** 45221 -

4. * Number of Hours Per Week: 40

5. * Training Begin Date: 11/01/2015 (MM/DD/YYYY)

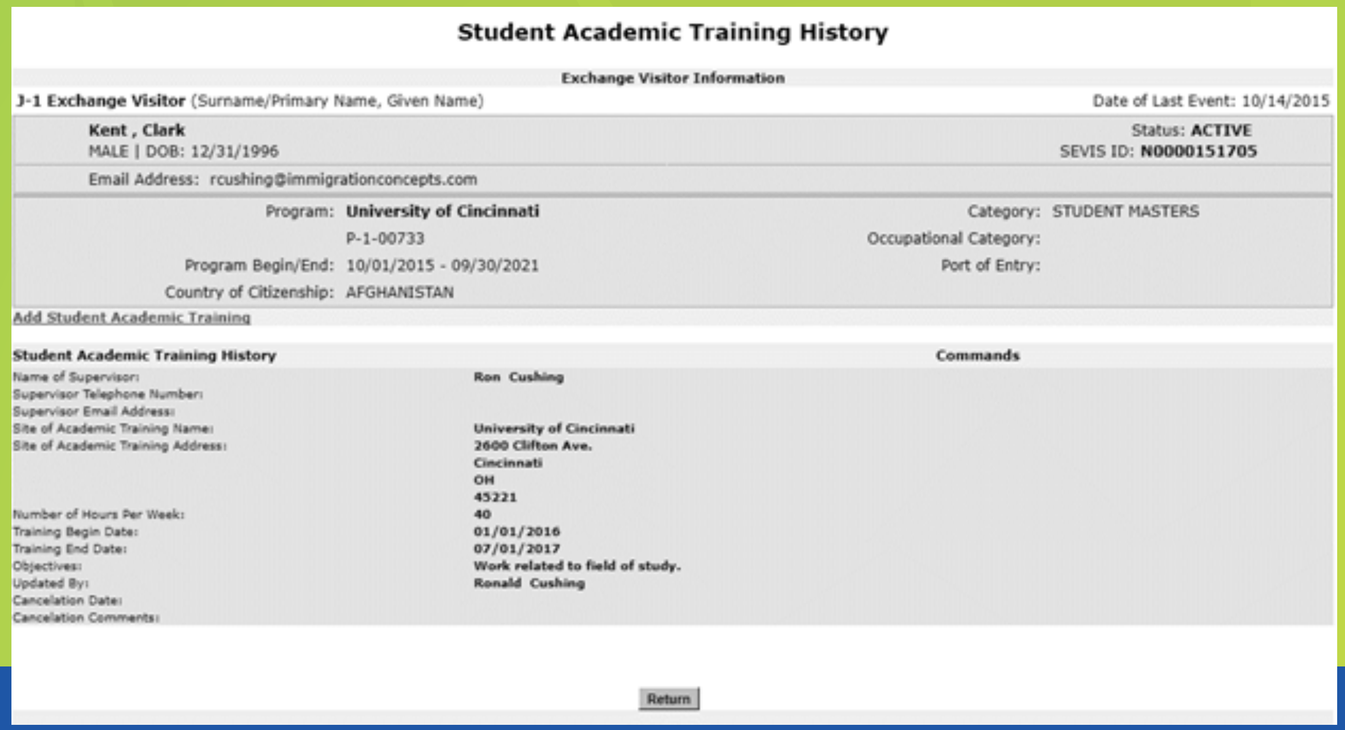
6. * Training End Date: 10/31/2016 (MM/DD/YYYY)

7. * Objectives: To gain experience writing for air traffic controllers

Add Student Academic Training | Cancel

Academic Training History

By clicking the “student academic training history” link you can view all previously authorized periods of academic training.



Student Academic Training History

Exchange Visitor Information

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 10/14/2015

Kent , Clark
MALE | DOB: 12/31/1996
Status: **ACTIVE**
SEVIS ID: **N0000151705**

Email Address: rcushing@immigrationconcepts.com

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 10/01/2015 - 09/30/2021
Country of Citizenship: AFGHANISTAN

Category: STUDENT MASTERS
Occupational Category:
Port of Entry:

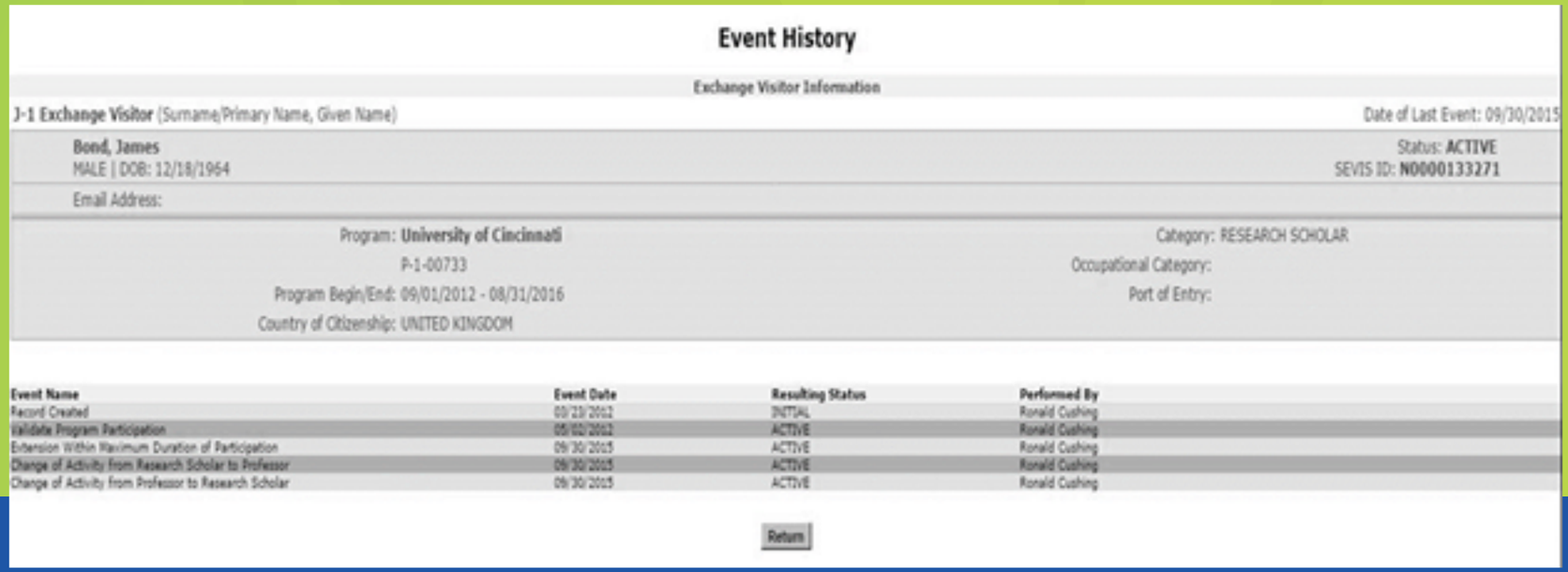
Add Student Academic Training

Student Academic Training History		Commands
Name of Supervisor:	**Ron Cushing**	
Supervisor Telephone Number:		
Supervisor Email Address:		
Site of Academic Training Name:	**University of Cincinnati**	
Site of Academic Training Address:	**2600 Clifton Ave.** **Cincinnati** **OH** **45221**	
Number of Hours Per Week:	**40**	
Training Begin Date:	**01/01/2016**	
Training End Date:	**07/01/2017**	
Objectives:	**Work related to field of study.**	
Updated By:	**Ronald Cushing**	
Cancelation Date:		
Cancelation Comments:		

Return

Event History

The event history screen will detail everything that has been done for an exchange visitor from initial creation in SEVIS through program completion. Just click the “event history” link to view the details.



Event History

Exchange Visitor Information

J-1 Exchange Visitor (Surname/Primary Name, Given Name)

Date of Last Event: 09/30/2015

Bond, James
MALE | DOB: 12/18/1964

Status: **ACTIVE**
SEVIS ID: **N0000133271**

Email Address:

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 09/01/2012 - 08/31/2016
Country of Citizenship: UNITED KINGDOM

Category: RESEARCH SCHOLAR
Occupational Category:
Port of Entry:

Event Name	Event Date	Resulting Status	Performed By
Record Created	07/23/2012	INITIAL	Ronald Cushing
Validate Program Participation	08/02/2012	ACTIVE	Ronald Cushing
Extension Within Maximum Duration of Participation	09/30/2015	ACTIVE	Ronald Cushing
Change of Activity from Research Scholar to Professor	09/30/2015	ACTIVE	Ronald Cushing
Change of Activity from Professor to Research Scholar	09/30/2015	ACTIVE	Ronald Cushing

Return

Reinstatement

If an Exchange Visitor falls out of status an RO/ARO does have the ability to help the EV apply for a reinstatement to status with the Department of State. There is a $367 fee associated with a reinstatement that must be paid by the institution using a pay.gov account. If the circumstances warrant an application for reinstatement the RO/ARO will click the "Reinstatement – Update SEVIS Status" link. Next you will indicate that you want the status set back to "active", enter a new program end date, update the U.S. address (if necessary), and explain the violation and circumstances supporting the reinstatement. Click the "submit" button when done. You should collect and be able to present documentation surrounding the violation of status in case you are asked for it by the Department of State.

Reinstatement

Actions:

Reinstatement - Update SEVIS Status

View:

Event History

Exchange Visitor Information

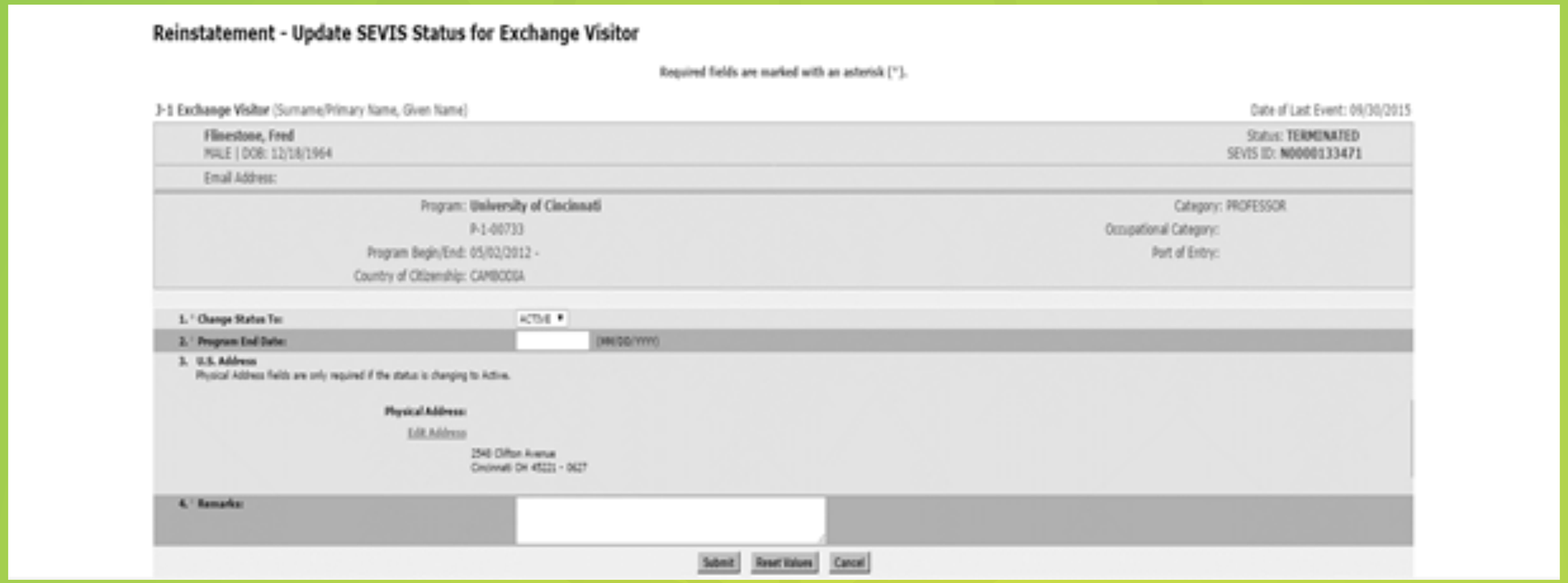
Personal Information	
SEVIS ID:	N0000113471
Surname/Primary Name:	Flinestone
Given Name:	Fred
Suffix:	
Passport Name:	
Preferred Name:	Fred Flinestone
SEVIS Legacy Name:	Fred Flinestone
Gender:	MALE
Date of Birth:	12/18/1964
City of Birth:	Bedrock
Country of Birth:	CAMBODIA
Country of Citizenship:	CAMBODIA
Country of Legal Permanent Residence:	CANADA
Email Address:	
Telephone Number:	
Position:	213 - UNIVERSITY TEACHING STAFF INCLUDING RESEARCHERS
Active/Initial Dependent Count:	0

Status Information	
Status:	TERMINATED
Date of Last Status Change:	09/30/2015
[illegible]:	

Program Information	
Program Number:	P-1-00733
Program Sponsor:	University of Cincinnati
Category:	PROFESSOR
Occupational Category:	
Student Intern Foreign Degree:	
Student Intern Foreign Field of Study:	
Subject Field Description:	Architectural Sciences and Technology, Other
Subject Field Remarks:	Research in Bolder dynamics.

Program Dates	
Initial Program Begin Date:	

Reinstatement



Reinstatement - Update SEVIS Status for Exchange Visitor

Required fields are marked with an asterisk (*).

J-1 Exchange Visitor (Surname/Primary Name, Given Name) — Date of Last Event: 09/30/2015

Flinestone, Fred
MALE | DOB: 12/18/1964
Status: **TERMINATED**
SEVIS ID: **N0000133471**

Email Address:

Program: **University of Cincinnati**
P-1-00733
Program Begin/End: 05/02/2012 -
Country of Citizenship: CAMBODIA

Category: PROFESSOR
Occupational Category:
Port of Entry:

1. * **Change Status To:** ACTIVE
2. * **Program End Date:** (MM/DD/YYYY)
3. **U.S. Address**
Physical Address fields are only required if the status is changing to Active.

Physical Address:
Edit Address
2540 Clifton Avenue
Cincinnati OH 45221 - 0627

4. * **Remarks:**

Submit | Reset Values | Cancel

Redesignation

Exchange Visitor Programs are approved to operate for a specific period of time. Program sponsors may seek redesignation for another 2-year term by:

1. Submitting a redesignation request in SEVIS 3 months in advance of the program's designation expiration date.
2. Paying the required non-refundable fee (22 CFR 62.17, Fees and Charges) via the Pay.gov website (currently $3,982).
3. Submitting a copy of the signed Form DS-3036, supporting documentation, and a copy of the Pay.gov confirmation page showing payment of the fee to DOS.

Redesignation

Six months before a program's approval to operate expires, SEVIS will provide an alert indicating that the program's designation expiration date is nearing. Another alert will display 3 months prior to the expiration date. Both alerts will include the program's expiration date. SEVIS does not send email notification for alerts. You must use SEVIS to view and process alerts.

Click the "apply for redesignation" link, complete the request and hit the submit button.

Redesignation

U.S. Department of State
Private Sector Exchanges
Office of Designation
Exchange Visitor Program Application (DS-3036)
OMB Approval No.1405-0147, Expiration Date: 11/30/2013

Redesignation

Required fields are marked with an asterisk (*).

Program Number: **P-4-12158**

Name of Sponsoring Organization: **Au Pairs USA, Inc.**

1. *Type of Application: **Redesignation**

2. *Organization

I hereby certify that I am an officer of the above named organization with the title of _____; that I am authorized by the _____; to sign this certification and bind the organization and that a true copy of such authorization is on file with the Office of Designation, Private Sector Exchanges, or is attached.

Submit Cancel

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Address your inquiries to: **rcushing@immigrationconcepts.com**

Ron Cushing checks his email multiple times daily. In most instances you can expect a reply within 24 hours.

Don’t forget to check out our other e-Learning courses at **www.immigrationconcepts.com**