

**SEVIS FEE INFORMATION SHEET FOR F-1 AND M-1 STUDENTS**  
**Office of International Student Affairs, Northern Kentucky University**  
**September 1, 2004**

THIS FEE IS IN ADDITION TO AND SEPARATE FROM A VISA APPLICATION FEE.  
YOU MUST PAY BEFORE GOING TO A VISA APPOINTMENT.

Purpose: The purpose of the SEVIS fee is to cover the costs of administering and maintaining SEVIS, which is the computerized, integrated U.S. Department of Homeland Security immigration database system which is used to track F-1, M-1, and J-1 visa status holders in the U.S. The rule is effective on September 1, 2004 and applies to potential non-immigrants who are initially issued a Form I-20AB (F-1) or I-20MN (M-1) on or after September 1, 2004.

Cost: The SEVIS fee cost is \$100 for F-1 and M-1 visa seekers.

When you must pay the fee:

- if you are applying to the Department of State (U.S. Consulate or Embassy overseas) or to the Department of Homeland Security (DHS--Immigration, in the U.S.) for **initial attendance** at this university as an F, M or J nonimmigrant.
- If you are in a nonimmigrant status in the United States and are applying for a **change of status** to an F, M or J classification
- NOTE: F-1 students who are transferring or changing level to attend a new program while maintaining status are NOT subject to this fee (i.e., you don't have to pay this fee).
- SEE THE BACK OF THIS FORM FOR YOUR PAYMENT CATEGORY

Procedure:

1. You must have a Form I-20 before you pay the fee.
2. Select a school (if you have obtained I-20s from several schools) and use that Form I-20 to pay the SEVIS I-901 fee. You will need the SEVIS number from the top right hand side of the first page under the words Student's Copy and above the barcode. The number is long and begins with an "N."
3. File (send) the I-901 form (attached) along with the payment to the address provided on page 2 of the I-901 form. Payment is only accepted in the form of checks, money orders, or, if filed on-line, by credit card. No cash. There are three ways to get the Form I-901 information to SEVP: the Internet, the mail or courier. The Internet is fastest. It also speeds the processing step because the online form uses data validation rules to minimize the chances for error. If you file your Form I-901 online and pay with a credit or debit card, you can print a receipt immediately. You will also receive a receipt printed on a Form I-797 in the mail. Mail service varies throughout the world, we suggest allowing at least 2 weeks for delivery.
4. **You will need your receipt of SEVIS fee payment when you go to the U.S. Consulate or Embassy for your visa application appointment.** You are allowed to make an appointment for an interview before you have a receipt for your SEVIS I-901 fee payment. However, you need to ensure that there is a record of your payment before you go to your interview. There are two types of records for fee payments: electronic and paper. A paper receipt offers you the best assurance that an electronic record of your payment exists. DHS recommends bringing a paper receipt to your interview. However if you have not received one, a consular officer should be able to verify your payment information if it is in the SEVIS or DOS databases. A customer service representative (1-785-330-1048 [United States Country Code 011]) can check the electronic records and verify that your payment has been posted. However, SEVP (Student and Exchange Visitor Program) asks that you allow at least two weeks if you mail in your payment and at least one week if you send your application by courier, before checking on the status of your payment.

**New Applicants for Student Status (F-1, F-3, M-1, or M-3) and Applicants Reapplying for Student Status (F-1, F-3, M-1, or M-3) after a Denial of that Status**

\_\_\_\_\_ If you are applying to become a student and have not previously paid the SEVIS I-901 fee, **pay the SEVIS I-901 Fee** if your initial Form I-20 is issued on or after September 1, 2004 (see Item 10 on the form).

**Continuing Students (F-1, F-3, M-1, or M-3) in the United States**

\_\_\_\_\_ If you are a continuing student, who has maintained status and has not completed your program of study, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a continuing student, who has maintained status (including OPT) and is transferring schools or changing program levels, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a F-3 student who wishes to change status to F-1, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are an F-1 or F-3 student who wishes to change status to M-1, M-3 or J-1, **pay the SEVIS I-901 fee before you file for change of status.**

\_\_\_\_\_ If you are a M-3 student who wishes to change status to an M-1, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are student who has been out of status for less than five months, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a student who has been out of status for more than five months, **pay the SEVIS I-901 Fee before you file for reinstatement.**

**Continuing Students (F-1, F-3, M-1 or M-3) not in the United States**

\_\_\_\_\_ If you are a continuing student who has been out of the United States for less than five months and maintained your status (including OPT) prior to leaving the United States, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a continuing student who has been out of the United States for more than five months, maintained your status prior to leaving the United States, and have been participating in authorized overseas study, **do not pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a student who has been out of the United States for more than five months and have not participated in authorized overseas study, you are no longer considered a continuing student by DHS. You need a new initial Form I-20 from a school and you need to **pay the SEVIS I-901 fee.**

\_\_\_\_\_ If you are a student who did not maintain status or you completed a previous program, you are no longer considered a continuing student by DHS. You need a new initial Form I-20 from a school and you need to **pay the SEVIS I-901 fee.**

**Do not pay the SEVIS I-901 fee**, if you already paid the SEVIS I-901 fee and are: \*Reapplying for a visa within twelve months of the date of initial denial OR \*From a visa exempt country and reapplying for status as a student at the POE within 12 months of the date of initial denial OR \*Filing a motion to reopen a denied change-of-status application for a change of status to F-1, F-3, M-1, or M-3 SEE [www.ice.gov](http://www.ice.gov) for more details and forms.