



SEVP Ask the Experts Webinar: Get to Know the SEVP Response Center

Feb. 28, 2018

Alternate responsible officer (ARO): An employee that administers an exchange visitor program under the supervision of the responsible officer.

Designated school official (DSO): a regularly employed member of the school administration designated by the head of a Student and Exchange Visitor Program-certified school to provide recommendations to F and/or M students enrolled at the school regarding maintenance of nonimmigrant status, and to support timely and complete record keeping and reporting to the U.S. Department of Homeland Security.

Form I-17, "Petition for Approval of School for Attendance by Nonimmigrant Student:" the form for a petition submitted and maintained by school officials electronically in the Student and Exchange Visitor Information System for the Student and Exchange Visitor Program certification of the school to enroll F and/or M students.

Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status:" the form issued to an F or M nonimmigrant to be used as authorization for admission in and maintenance of nonimmigrant status for the duration of their visit in the United States.

Form I-515A, "Notice to Student or Exchange Visitor:" a form issued by U.S. Customs and Border Protection at the port of entry to students who arrive without all of their required documents. The Form I-515A allows students to temporarily enter the United States. They have 30 days to submit the missing information to the Student and Exchange Visitor Program before their status is terminated.

Form I-539, "Application to Extend/Change Nonimmigrant Status:" a U.S. Citizenship and Immigration Services (USCIS) form used by certain nonimmigrants to extend their stay in the United States or change to another nonimmigrant status, and by F and M nonimmigrant students applying for reinstatement with USCIS.



Optional practical training (OPT): training that is not an integral part of the established curriculum. OPT does not fulfill requirements of an F-1 student's program of study and successful program completion is not contingent on participation in OPT. OPT may include:

- Pre-completion OPT
- Post-completion OPT
- 24-month extension of post-completion OPT
- H-1B cap gap

Principal designated school official (PDSO): A designated school official (DSO) with added responsibilities to:

- Serve as the primary point of contact with the Student and Exchange Visitor Program on any issues that relate to school bona fides or compliance with regulations
- Administer the F/M program at the school, keeping the school information in the Student and Exchange Visitor Information System (SEVIS) up to date, manage DSOs, oversee the management of student records and respond to SEVIS-generated alerts
- Submit school certification and recertification packages

Request for Evidence (RFE): at its discretion, the Student and Exchange Visitor Program may request clarification of evidence submitted or the submission of necessary additional evidence.

Responsible Officer (RO): an employee appointed by the exchange visitor program sponsor to administer an exchange visitor program. The RO and alternate responsible officers must adhere to federal record keeping and reporting requirements for exchange visitor program requirements.

SEVP Response Center (SRC): the primary contact at the Student and Exchange Visitor Program (SEVP) for nonimmigrant students, academic institutions, government users of the Student and Exchange Visitor Information System (SEVIS), and the general public requesting guidance, data corrections and information on how to use SEVIS.

Student and Exchange Visitor Information System (SEVIS): an internet-based application that facilitates timely electronic reporting and monitoring of international students and exchange visitors, as well as their dependents, in the United States. This application enables schools and program sponsors to transmit electronic information to the U.S. Department of Homeland Security and the U.S. Department of State throughout a student's or exchange visitor's program in the United States.



U.S. Immigration and Customs Enforcement

Student and Exchange Visitor Program (SEVP): a part of the National Security Investigations Division and acts as a bridge for government organizations that have an interest in information on nonimmigrants whose primary reason for coming to the United States is to be students. On behalf of the U.S. Department of Homeland Security, SEVP manages schools, nonimmigrant students in the F and M visa classifications, and their dependents.

U.S. Citizenship and Immigration Services (USCIS): an agency within the U.S. Department of Homeland Security that authorizes benefits for students and exchange visitors. Students can request benefits such as employment, an extension of their stay or a change of status from USCIS.

U.S. Department of Homeland Security (DHS): a federal agency whose missions include preventing terrorism and enhancing security, managing U.S. borders, administering immigration laws, securing cyberspace and ensuring disaster resilience. Through Immigration and Customs Enforcement and the Student and Exchange Visitor Program, DHS secures the student visa system.