SEVIS Tips for Public 9-12 Schools



Take Action In SEVIS

Maximum Public School Attendance is 12 Months

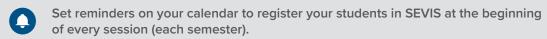
PDSOs, remember to update the academic session dates on the school's Form I-17, "Petition for Approval of School for Attendance by Nonimmigrant Student," once a year.

Call the SEVP Response Center if you need assistance.

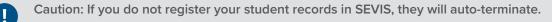
You can change the student's program start and end dates using the "Manage Initial Program and Session Dates" link in SEVIS if the record is in Initial status.

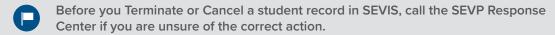
Note: Keep the student record in Active status when on vacation unless they do not plan to return.

DSO registers students in SEVIS within 30 days of session start date.









- Cancel means the student has not entered the United States on this SEVIS record and does not plan to attend your school.
- Terminate means the student has entered the United States and failed to report by the program start date or left without completing the program.
- Transferring in: Use the SEVIS record from the previous school.
- Transferring out to a different school or college:
 - Transfer the student's SEVIS record to the new school.
 - It is a good idea to notify the DSO at the new school.
 - DSO signs page 2 of Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status," for travel.





Fall Session





Winter Break









Summer Session/Break

For more detailed information, please see related articles on the SEVIS Help Hub.