



Contents

General Information	1
Request Change to Program Dates	1
Correction Request Processing	6
Icon Guide	6
Document Revision History	6

General Information

Occasionally, a student's program dates in the Student and Exchange Visitor Information System (SEVIS) need to be changed. The most common examples of this are:

- When a designated school official (DSO) creates a transfer-in SEVIS record and enters an incorrect start date.
- When a DSO completes Initial Student Registration on a record for an upcoming school session, but the student has already started at the school with an earlier session and program start date.

To change these dates, a program date correction must be completed. DSOs can submit a correction request to change the program dates. However, the Student and Exchange Visitor Program (SEVP) must approve this type of request.



Do not confuse this program date correction with:

- [Manage Initial Program and Session Dates](#)
- Extend Program
- Shorten Program
- Complete Program

See the [SEVIS Help Hub](#) for more information on those options.

Request Change to Program Dates

To request a change to a student's program dates:

1. Navigate to the *Student Information* page.



Reprint I-20

Print Draft I-20

Student Information

F-1 STUDENT Alonzo, Alfredo	Crystal City Community College - Crystal City Community College Start Date: September 1, 2016 End Date: August 31, 2017	Status: ACTIVE Status Change Date: August 19, 2016 SEVIS ID: N0004713616
---------------------------------------	--	---

View:
Event History
Request/Authorization Details
Transfer History
Employment Information

Actions:
Authorize To Drop Below Full Course
Change Education Level
Corrections
Complete Program
Disciplinary Action
Extend Program
Shorten Program
Terminate Student
Transfer Out

Employment/Training:
Off-Campus Employment

I-901 Fee Paid I-20 ISSUE REASON: CONTINUED ATTENDANCE
Needs: U.S address, E-mail address, Telephone number

Personal / Contact

Gender: **MALE** U.S. Address
Date of Birth: **August 24, 1975** Age 40 Address Status
Country of Birth: **SPAIN** Foreign Address
Country of Citizenship: **SPAIN** **45685 Calle Negra**
U.S. Telephone: **Toledo, 12546, SPAIN**

Foreign Telephone
Email Address

Overall Remarks

Student has not registered within 60 days after program start date

Program

Education Level: **LANGUAGE TRAINING**
Major 1 and Name: **32.0109 - Second Language Learning**
Major 2 and Name: **00.0000 - None**
Minor and Name: **00.0000 - None**
Program Start Date: **September 1, 2016**
Program End Date: **August 31, 2017**

Registration

Initial Session Start Date: **September 1, 2016**
Current Session End Date: **September 30, 2016**
Next Session Start Date: **October 1, 2016**
Length of Next Break/Vacation: **0**
Last Session: Study/Research Abroad
Thesis/Dissertation

English Proficiency

School Requires English Proficiency for This Program

I-901 SEVIS Fee Payment

Transaction Type

2. Click Corrections. The *Corrections Management* page opens.



Corrections Management

"i" information icon denotes help about the page (i)
Question Mark denotes information about the field (?)

[Return to View and Manage Correction Requests](#)

F-1 Student Alonzo, Alfredo	Crystal City Community College - Crystal City Community College Start Date: 09/01/2016 End Date: 08/31/2017	Status: ACTIVE SEVIS ID: N0004713616
---------------------------------------	---	---

Correction Options Available for This Student

Type of Correction	Description and Help
Request Change to Program Dates	Program Date Change help (i)
Student Status	Status Change help (i)
Return to Initial Status	Return To Initial Status help (i)

- Click **Request Change to Program Dates**. The *Correction Request: Program Dates* page opens.

Correction Request: Program Dates

Required fields are marked with an asterisk (*)
"i" information icon denotes help about the page (i)
Question Mark denotes information about the field (?)

F-1 Student Alonzo, Alfredo	Crystal City Community College - Crystal City Community College Start Date: 09/01/2016 End Date: 08/31/2017	Status: ACTIVE SEVIS ID: N0004713616
---------------------------------------	---	---

Program Start Date * <input type="text" value="09"/> / <input type="text" value="01"/> / <input type="text" value="2016"/>	Program Start Date help (i)
Program End Date * <input type="text" value="08"/> / <input type="text" value="31"/> / <input type="text" value="2017"/>	Program End Date help (i)
Initial Session Start Date * <input type="text" value="09"/> / <input type="text" value="01"/> / <input type="text" value="2016"/>	Initial Session Start Date help (i)
Correction Remarks: * <input style="width: 100%;" type="text"/>	Correction Remarks help (i)

Characters Remaining: 1000



4. The existing field values are automatically populated. Change any of the incorrect fields.

Field	Description
Program Start Date*	<ul style="list-style-type: none">• Date the student's program will begin/began.• This may be the date of any required orientations or other activities before the start of classes.• This is a required field.
Program End Date*	<ul style="list-style-type: none">• Expected date the student's program will end.• Do not consider grace periods or any future employment authorizations.• This is a required field.
Initial Session Start Date*	<ul style="list-style-type: none">• Date the student will begin/began classes.• This date cannot be more than 30 days after the Program Start Date.• This is a required field.
Correction Remarks*	<ul style="list-style-type: none">• Explain why correction is needed.• Field has a 1000-character limit.• This is a required field.



Correction Request: Program Dates

Required fields are marked with an asterisk (*)
"i" information icon denotes help about the page (i)
Question Mark denotes information about the field (?)

F-1 Student Alonzo, Alfredo	Crystal City Community College - Crystal City Community College Start Date: 09/01/2016 End Date: 08/31/2017	Status: ACTIVE SEVIS ID: N0004713616
---------------------------------------	---	---

Program Start Date * [Program Start Date help \(i\)](#)
08 / 01 / 2016

Program End Date * [Program End Date help \(i\)](#)
07 / 31 / 2017

Initial Session Start Date * [Initial Session Start Date help \(i\)](#)
08 / 01 / 2016

Correction Remarks: * [Correction Remarks help \(i\)](#)

Characters Remaining: 923

5. Click one of the following:

- **Cancel:** Cancels the action and returns the user to the student's *Corrections Management* page.
- **Submit:** Submits the correction request. The *Submit Successful* page opens.

Submit Successful

The following Request ID was assigned to this correction request: **211694**

This correction request requires review by SEVP.



This page has the number assigned to the correction request. This case number will appear with the case information for this correction request on the *Corrections Management* page.

6. Click one of the following:

- **Upload Evidence:** The *Upload Correction Request Evidence* page opens.



We expect the **Upload Evidence** function to be available in December 2016.

- **Return to Corrections Management Page:** Returns to the *Corrections Management* page.
- **Return to the Student Information Page:** Returns to the *Student Information* page.

Correction Request Processing

See the [SEVIS Correction Requests Overview](#) for an explanation of the correction request process, including notification from the SEVIS Help Desk of receipt of the correction request and its completion.

Icon Guide

See the [SEVIS Help Icons Job Aid](#) on the SEVIS Help Hub for a quick-reference of the icons used in this user guide.

Document Revision History

Date	Revision Summary
December 31, 2015	Initial Release
August 31, 2016	Updated screenshots for Correction Request: Program Dates and added Initial Session Start Date field information.