## **SEVIS Tips For Public 9-12 Schools**



## Important Dates For Student Management

! Maximum Public School Attendance is 12 Months

Program dates are the start and end dates of the entire program while the student is studying at your school.

Note: Program end dates may be shortened or extended in SEVIS, if needed. Select the SEVIS links to:

- · Shorten program.
- Extend program.
- · Request change to program dates.
- Manage Initial Program and Session Dates (if in Initial status).

Session dates are the start and end dates of each semester, trimester or quarter.



**Note:** If a student delays enrollment, select "Manage Initial Program and Session Dates" in SEVIS if the record is in Initial status and if the student has not entered the United States. If the record is not in Initial status, contact the SEVP Response Center for assistance.



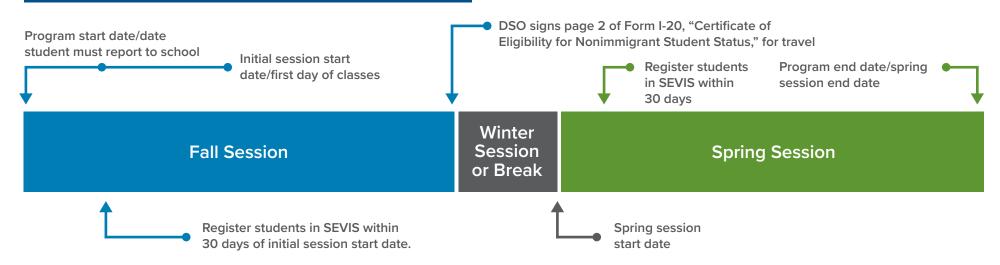
**Note:** If a student graduates earlier than the original program end date, use the "Shorten Program" link in SEVIS.



**Note:** When the student completes their program, their SEVIS record will auto-complete 60 days after the program end date.



**Note:** If a student is continuing their higher education in the United States, transfer their SEVIS record to their new SEVP-certified school before the 60-day grace period ends.



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