



## Contents

|                                 |   |
|---------------------------------|---|
| Overview .....                  | 1 |
| Registration .....              | 1 |
| Webinar Login Process .....     | 7 |
| Icon Guide .....                | 8 |
| Document Revision History ..... | 8 |

## Overview

The Student and Exchange Visitor Program (SEVP) uses a webinar service to conduct its Student and Exchange Visitor Information System (SEVIS) Update Webinars. This service requires participants to register for each webinar. Registration takes only a few minutes and is easy to complete.

You can complete your registration, even if the webinar has already started. There is no time limit for either of these processes.

## Registration

To register for a webinar:

1. Click the Study in the States' [SEVIS Help Hub Webinars](#) link. The *Webinars* page displays.



U.S. DEPARTMENT OF  
HOMELAND SECURITY

Homeland Security

About | Blog | Glossary | Contact Us

View Disclaimer

Select Language | SEARCH SEVIS

BACK TO STUDY IN THE STATES

ABOUT CONTACT SEVIS

SEVIS Help Hub Homepage

## LEARN MORE

In this section, get additional resources including webinar information, tutorials and enhancement updates.

Back

SEVIS Help Hub Homepage \ Learn More \ Webinars

## WEBINARS

Last updated 15-NOV-2016

The Student and Exchange Visitor Program (SEVP) hosts webinars to inform school and sponsor officials of changes that affect international students and exchange visitors. These webinars are open to the public and there is no cost to attend.

The Student and Exchange Visitor Information System (SEVIS) webinars require advance registration. Registration is on a first-come, first-served basis.

Contact [SEVISTechnicalFeedback@ice.dhs.gov](mailto:SEVISTechnicalFeedback@ice.dhs.gov) with registration-related questions. For additional assistance, be sure to check out the [Webinar Registration Job Aid](#).

For SEVP webinars, visit the [Stakeholder Webinars](#) page.

Mark your calendars for the following upcoming SEVIS webinars. Descriptions and registration information will become available closer to the webinar date. Please check back for updates in the future.

### Upcoming Webinars

|                  |                                       |
|------------------|---------------------------------------|
| December 2, 2016 | <b>SEVIS 6.31 Pre-Release Webinar</b> |
|------------------|---------------------------------------|

### Past Webinars

|                  |                                |
|------------------|--------------------------------|
| October 14, 2016 | SEVIS 6.31 Pre-Release Webinar |
|------------------|--------------------------------|

2. Click the webinar name and date in the Upcoming Webinars section. The webinar title expands.



## Upcoming Webinars

December 2, 2016 **SEVIS 6.31 Pre-Release Webinar**

The Student and Exchange Visitor Program and the Department of State Exchange Visitor Program will discuss the Student and Exchange Visitor Information System (SEVIS) enhancements to be deployed on Sunday December 18, 2016.

[Register](#)

3. Click **Register** located below the webinar title. The *Event Info* | *Event Registration* page displays.



**Event Info** | **Event Registration**

## SEVIS 6.31 Pre-Release Webinar

Friday, December 2, 2016 2:00:00 PM EST - 3:00:00 PM EST

Fields marked with (\*) are mandatory.

Register using Email

**Email Address \***

  
**First Name \***  
**Last Name \***

**Company Name**

4. Complete the required fields:
  - Email Address
  - First Name
  - Last Name
5. Click **Submit**. The confirmation message displays.



Event Info | Event Registration

### SEVIS 6.31 Pre-Release Webinar

Friday, December 2, 2016 2:00:00 PM EST - 3:00:00 PM EST

Thank you for your registration request. Your information has been submitted to the event host. Please check your inbox for more details about this event.

6. You will also receive a confirmation email at the address used on the *Registration* page.

We are pleased to confirm your registration for SEVIS 6.31 Pre-Release Webinar. We look forward to your participation in the event.

You can attend the meeting using your registered e-mail address.

**When:** Friday 2 December 2016, 02:00 PM - 03:00 PM

**Time Zone:** (GMT-05:00) Eastern Time (US and Canada)

**URL:** <https://share.dhs.gov/e4cblhb67jh/event/login.html?login=XXXXXXXXXX%40gmail.com>

To know more about the event, the speakers for the event and to stay updated, please visit:

[https://share.dhs.gov/e4cblhb67jh/event/event\\_info.html](https://share.dhs.gov/e4cblhb67jh/event/event_info.html)

You can add this event to your calendar.

Thank you,  
Helene Robertson



If you've never used Adobe Connect, get a quick overview: <http://www.adobe.com/products/adobeconnect.html>

Adobe, the Adobe logo, Acrobat and Adobe Connect are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.

7. The day before the webinar, you will receive the following webinar reminder email at the address used on the *Registration* page.



**This is a reminder that you are invited to SEVIS 6.31 Pre-Release Webinar, starting at Friday 2 December 2016, 02:00 PM - 03:00 PM.**

The Student and Exchange Visitor Program and the Department of State Exchange Visitor Program will discuss the Student and Exchange Visitor Information System (SEVIS) enhancements to be deployed on Sunday December 18, 2016. The webinar will preview the following functionality:

- New security warning page upon log in
- Ability to upload evidence for correction requests
- Changes to SEVIS to support the SEVP Portal
- J-1 Transfer Release date

**When:** Friday 2 December 2016, 02:00 PM - 03:00 PM  
**Time Zone:** (GMT-05:00) Eastern Time (US and Canada)

[https://share.dhs.gov/e4cblhb67jh/event/event\\_info.html](https://share.dhs.gov/e4cblhb67jh/event/event_info.html)

**Thank you,  
Helene Robertson**



If you've never used Adobe Connect, get a quick overview:

<http://www.adobe.com/products/adobeconnect.html>

Adobe, the Adobe logo, Acrobat and Adobe Connect are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.



## Webinar Login Process



In order for the webinar software to work on your computers, please make sure the following URLs are included in your trusted sites:

- .share.dhs.gov
- .share-author.dhs.gov
- .share-pub.dhs.gov
- .dhs.gov

To participate in the webinar on its scheduled date and time, complete the following steps:

1. Open your confirmation email and click the URL provided for the webinar.

We are pleased to confirm your registration for SEVIS 6.31 Pre-Release Webinar. We look forward to your participation in the event.

You can attend the meeting using your registered e-mail address.

**When:** Friday 2 December 2016, 02:00 PM - 03:00 PM

**Time Zone:** (GMT-05:00) Eastern Time (US and Canada)

**URL:** <https://share.dhs.gov/e4cblhb67jh/event/login.html?login=XXXXXXXXXX%40gmail.com>

To know more about the event, the speakers for the event and to stay updated, please visit:

[https://share.dhs.gov/e4cblhb67jh/event/event\\_info.html](https://share.dhs.gov/e4cblhb67jh/event/event_info.html)

You can add this event to your calendar.

Thank you,  
Helene Robertson



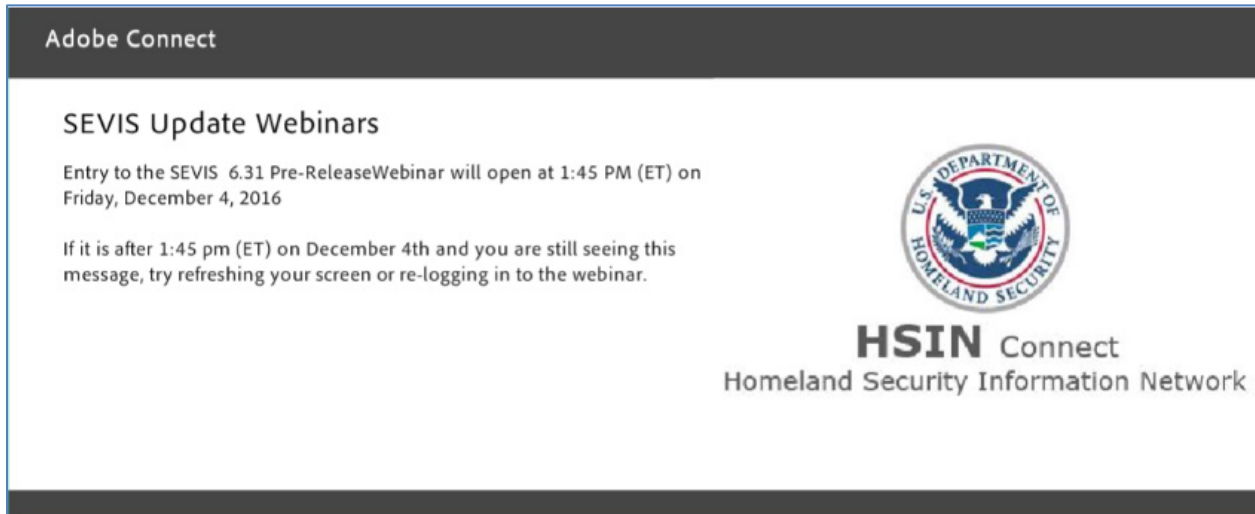
If you've never used Adobe Connect, get a quick overview: <http://www.adobe.com/products/adobeconnect.html>

Adobe, the Adobe logo, Acrobat and Adobe Connect are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.



2. The *SEVIS Update Webinar* page displays.

**Note:** If it is more than 15 minutes before the scheduled start of the webinar, you will see a message similar to this, “The webinar room will officially open 15 minutes prior to the advertised webinar start time.”



For any other questions regarding SEVIS webinar registration, please email [SEVISTechnicalfeedback@ice.dhs.gov](mailto:SEVISTechnicalfeedback@ice.dhs.gov).

## Icon Guide

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

## Document Revision History

| Date               | Revision Summary  |
|--------------------|---|
| December 5, 2016   | Updated with registration process without required passwords, new screen shots, and URLs to add to safe sites on web browser. |
| September 21, 2015 | Updated process steps.  |
| May 5, 2014        | Updated process steps for clarity.  |
| April 18, 2014     | Changed instructions to have new registrants use the  |





| Date          | Revision Summary |
|---------------|------------------|
|               | password SEVIS   |
| April 9, 2014 | Initial Release  |