Contents

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.

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

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

Submit   Reset

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=   %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

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

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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)

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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
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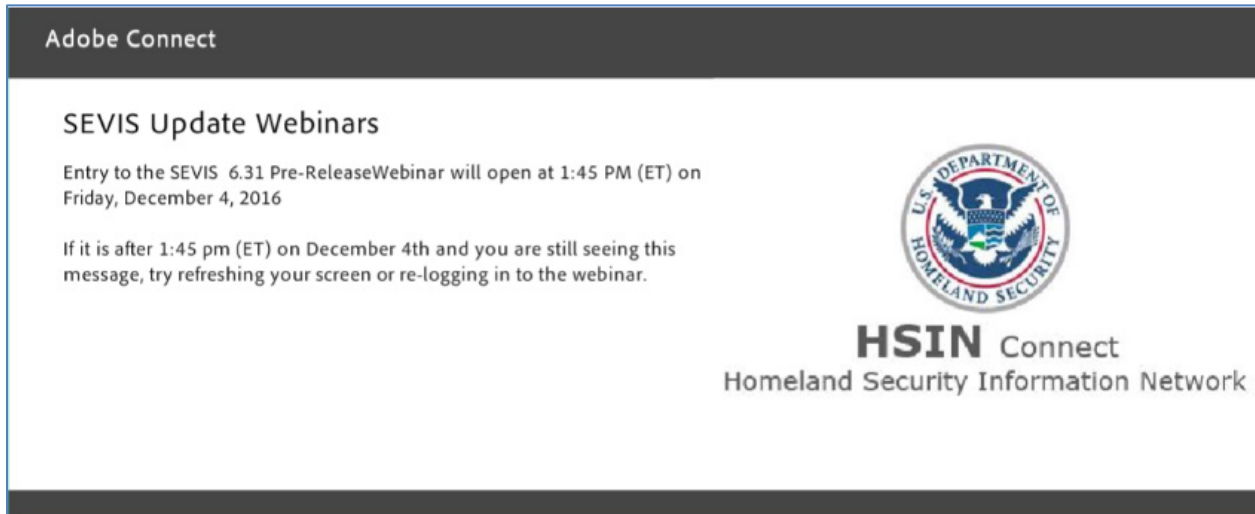You can add this event to your calendar.

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Helene Robertson**

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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.

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