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General Information

Once a designated school official (DSO) creates a certificate of eligibility (COE), the DSO must maintain the record. Sometimes, a DSO must edit the dates associated with the student's F-1 or M-1 program of study in SEVIS because:

- Student is going to start the program of study at a later term
- Student is coming for an earlier term
- DSO entered the wrong dates
- The student's application to change status to F or M status is still pending with the U.S. Citizenship and Immigration Services (USCIS).



Students with a pending change of status application – other than those in B-1 or B-2 status – may enroll in classes at the school, but DSOs should not register them in SEVIS until the students actually hold F-1 or M-1 status. F-2s changing to F-1 status can only study part time until the change of status is approved.

The Manage Initial Program and Session Dates link was labeled Defer Attendance prior to June 2016.

DSOs can change the Initial Session Start Date, the Program Start Date, and Program End Date, as long as the record is in Initial status and the Initial Session Start Date is in the future. It does not matter if the DSO created the COE for an initial student, a student changing educational level, or a transfer student.

Key Terms



Term	Definition
Initial Session Start Date	The first day of class for the student’s first term or session at the school.
Program Start Date	The date the student is expected to begin his/her program. Note: The Program Start Date may be the date of any required orientations or other activities before the start of classes.
Program End Date	The date the student is expected to complete the academic or vocational program. Note: The Program End Date does not include any grace periods or future employment authorizations.

Changing Dates

To change a student’s Initial Session Start Date, Program Start Date or Program End date:

1. Navigate to the *Student Information* page for the student record you need to change.

Student Information

Reprint I-20 | Print Draft I-20

F-1 STUDENT | SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies | Status: INITIAL
Laarson, Steig | Start Date: August 2, 2016 End Date: May 30, 2020 | Status Change Date: May 6, 2016
 SEVIS ID: N0004719739

I-901 Fee due
Needs: U.S address

I-20 ISSUE REASON: INITIAL

View:
Event History

Request/Authorization Details | **Personal / Contact** | Edit

Employment Information

Actions:
Cancel Student
Manage Initial Program and Session Dates
Terminate Student

Gender: MALE | U.S. Address
 Date of Birth: November 19, 1995 Age 20 | Address Status
 Country of Birth: ALBANIA | Foreign Address: 159 Dresdovna Str. Tirana ALBANIA
 Country of Citizenship: ALBANIA
 U.S. Telephone
 Foreign Telephone: 355 - 1134

2. Click **Manage Initial Program and Session Dates** link. The *Manage Initial Program and Session Dates* page opens.



SEVP School for Advanced SEVIS Studies
Manage Initial Program and Session Dates

Required fields are marked with an asterisk (*).

F-1 Student Laarson, Steig	SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies Start Date: 08/02/2016 End Date: 05/30/2020	Status: INITIAL SEVIS ID: N0004719739
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Initial Session Start Date: *	09 / 01 / 2016 (MM/DD/YYYY)
New Program Start Date: *	MM / DD / YYYY (MM/DD/YYYY)
New Program End Date: *	MM / DD / YYYY (MM/DD/YYYY)

Remarks about the Student

Max 1000 characters (1000 remaining)

3. Edit the field(s) that need to be changed:

- **Initial Session Start Date:**

- This field is pre-filled with the original Initial Session Start Date.
- Edit the date, if needed.
- This is a required field.

- **New Program Start Date:**

- SEVIS will not allow entry of a date more than 30 days before the Initial Session Start Date.
- This is a required field.

- **New Program End Date:** This is a required field.

- **Remarks about the Student:**

- Enter any remarks to explain the update to the record. Any remarks entered here will print on page one of the Form I-20.
- This field is limited to 1,000 characters.
- This field is optional.

4. Click either **Update Information** or **Cancel**:

- **Update Information:** An *Update Successful* message opens with two option choices; either **Return to View Record** or **Print I-20**:



- **Return to View Record:** If chosen, choose **Reprint I-20** button once on the *Student Information* page.
- **Print I-20:** If chosen, a Form I-20 prints that contains the change in Program Information.



- When information on the Form I-20 changes, it is best to print and sign a new Form I-20 for the student before returning to view the student record.
- Students are expected to keep all Forms I-20 issued during their academic career.
- [8 CFR 214.2\(f\)\(2\)](#)

- **Cancel:** Returns the user to the *Student Information* page without making any changes.

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
June 10, 2016	Initial Release