



Reinstatement

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General Information

Designated school officials (DSO), Department of Homeland Security (DHS) adjudicators, and the Student and Exchange Visitor Information System (SEVIS)



terminate student records for many reasons. Sometimes DSOs must help a student regain Active status in SEVIS after the record was terminated or completed.

Options to Regain Active Status in SEVIS

The chart below gives a very brief overview of three specific functions that can be used. The DSO must decide which option is most appropriate. This document focuses on the reinstatement process. Use the hyperlinks to learn more about the other processes.

Action	Use When
<u>Correction Request to Change Student Status</u>	The student complied with regulations, but the record was terminated or completed anyway. For example, a DSO did not register the student for a session by the registration-reporting deadline when the student was actually enrolled in classes.
Reinstatement	The student: <ul style="list-style-type: none"> Failed to maintain the terms of his or her immigration status; therefore, a DSO terminated the record as a result. Will resume full-time study. Is able to prove eligibility for reinstatement according to F-1 or M-1 regulations.
Leave the United States and re-enter on a new SEVIS record	<ul style="list-style-type: none"> The student is not eligible for reinstatement. For example, the student worked without permission. <p>Or</p> <ul style="list-style-type: none"> The student cannot wait for the time it takes the U.S. Citizenship and Immigration Services (USCIS) to decide a reinstatement case. <p>Note: For this option, the student must both:</p> <ul style="list-style-type: none"> Get a new SEVIS number and a new Form I-20. Pay the I-901 SEVIS Fee again. <p>Note: For more information, see the regulations at 8 CFR 214.2(f)(8)(i).</p>

Regulations and Policy Guidance

DSOs must know the regulations and policies that apply to reinstatement for lawful immigration status.



- [For F-1 reinstatements: 8 CFR 214.2\(f\)\(16\)](#)
- [For M-1 reinstatements: 8 CFR 214.2\(m\)\(16\)](#)

Process at a Glance

The reinstatement process in SEVIS is simple; but it can take USCIS some time to adjudicate.

Step	Player	Action
1	DSO	<ul style="list-style-type: none"> • Recommends reinstatement in SEVIS. • Prints and signs the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status, issued for reinstatement.
2	Student	<ul style="list-style-type: none"> • Signs Form I-20 issued for reinstatement. • Completes and mails Form I-539, Application to Extend/Change Nonimmigrant Status, to USCIS with fee and supporting documents. <p>Note: The Form I-539, Instructions for Application to Extend/Change Nonimmigrant Status, lists the required documents to submit with the Form I-539.</p> <p>Note: If the student has been out of status for more than five months, he or she must also:</p> <ul style="list-style-type: none"> • Pay the SEVIS I-901 fee again. • Explain why the reinstatement application could not be filed sooner.
3	USCIS	<ul style="list-style-type: none"> • Accepts/rejects the application. • Makes a decision and mails it to the student. <p>Note: USCIS may request additional information. USCIS will send all correspondence related to the application to the mailing address on the Form I-539.</p>
3a	SEVIS	<ul style="list-style-type: none"> • SEVIS automatically emails the decision to the DSO who requested the reinstatement and to the PDSO. • If approved for reinstatement to a continuing program, SEVIS changes the status of the record to Active.
4	Student	<ul style="list-style-type: none"> • If approved for reinstatement to a new program, the student enrolls for the program, as indicated on the Form I-20. • If approved for reinstatement to a continuing program, the student resumes a full course of study, if he or she has not already done so. • If denied, the student follows the instructions in the denial notice.



Step	Player	Action
4a	DSO	<ul style="list-style-type: none"> • If approved for reinstatement to a new program, the DSO must follow the registration processes for the initial session at the school. • If approved for reinstatement to a continuing program, the DSO must register the student within 30 days and make sure the session dates are correct. <p>Note: SEVIS will terminate the record for failure to enroll, if the Initial or Next Session Start Date is past the regulatory deadline.</p>
4b	SEVIS	If denied, SEVIS closes the reinstatement request.

Reinstatements and the “Five-Month Deadline”

A student can file for reinstatement at any time. These cases are harder if more than five months have passed since the record terminated or completed:

- Within the first five months, the student must explain:
 - Why the record was terminated.
 - How the student plans to maintain F-1 or M-1 status.
- After the five-month mark, the student must:
 - Pay the I-901 SEVIS Fee.
 - Explain:
 - Why the record was terminated.
 - How the student plans to maintain F-1 or M-1 status.
 - Explain why the he or she could not file within the first five months.

The “Students Nearing Reinstatement Deadline” Alert List helps DSOs monitor potential cases that are exempt from another I-901 SEVIS Fee and that still qualify for the lower threshold for reinstatement.

Alerts and Student Lists

SEVIS provides two lists to help DSOs manage students who may need to be or have been recommended for reinstatement.



Read the SEVIS Help Hub article on Alerts and Lists to learn how to use alerts and lists.



Alert List: Terminated Students Nearing Their Reinstatement Deadline

This alert list includes student records terminated between 90 to 150 days ago. The list includes the students’:

- SEVIS ID
- Class of Admission
- Surname/Primary Name
- Given Name
- Termination Date
- Termination Reason

Terminated Students Nearing Their Reinstatement Deadline
180 Day Email School - Main Campus TEST

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Show entries

SEVIS ID	Class of Admission	Surname/Primary Name	Given Name	Termination Date	Termination Reason
N0004716970	F-1	Barnie	Calliou	01/22/2016	NO SHOW - SYSTEM TERMINATION

Showing 1 to 1 of 1 entries First Previous Next Last

Student List: Students Requesting Reinstatement

This list includes the students that the DSO has requested reinstatement for; but whose reinstatement requests are pending approval by USCIS. The list includes the following for each student:

- SEVIS ID
- Class of Admission
- Surname/Primary Name
- Given Name
- Date of Request



Students Requesting Reinstatement

SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies

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Show entries

SEVIS ID	Class of Admission	Name		Request Date
		Surname/Primary	Given	
N0004706988	F-1	McCoy	Leonard	06/24/2015

Excel CSV PDF Print Copy

Showing 1 to 1 of 1 entries

First Previous **1** Next Last

Recommend Reinstatement

Reinstatement recommendations have two SEVIS pages:

- *Student Reinstatement: Contact and Program Information* page
- *Student Reinstatement: Financial Information* page

To recommend reinstatement:

1. Go to the *Student Information* page for the student.



Student Information			
View: Event History			
Request/Authorization Details	F-1 STUDENT Grayte, Scott	SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies Start Date: September 1, 2015 End Date: May 30, 2022	Status: TERMINATED Status Change Date: April 15, 2016 SEVIS ID: N0004705846
Employment Information			
Actions: Request Reinstatement		I-901 Fee due	I-20 ISSUE REASON: CONTINUED ATTENDANCE TERMINATION REASON: FAILURE TO ENROLL - Student Automatically Terminated 90 days after next session start date
Transfer Out			
Corrections: Request Change to Program Dates	Personal / Contact		
Request Change to Student Request	Gender MALE	U.S. Address 10000 Nancy Lane, Fort Washington, MD 20744	Address Status
Request Change to Student Status	Date of Birth April 30, 1984 Age 32	Override - New address, physical location	
Request Change to Taxpayer Status	Country of Birth UNITED KINGDOM	Foreign Address 1 Glasgow Blvd Glasgow, UNITED KINGDOM	
Request Change to Termination Reason	Country of Citizenship UNITED KINGDOM		
	U.S. Telephone		
	Foreign Telephone		

2. Click **Request Reinstatement** link on the left side of the page. The *Student Reinstatement: Contact and Program Information* page opens.



Student Reinstatement: Contact and Program Information Page

Student Reinstatement

Contact and Program Information
SEVP School for Advanced SEVIS Studies
SEVIS ID: N0004705846

Required fields are marked with an asterisk (*)

Class of Admission F-1

Contact

<p>Foreign Address *</p> <p>Address *</p> <input type="text" value="1 Glasgow Blvd"/> <input type="text"/> <p>City</p> <input type="text" value="Glasgow"/> <p>Province/Territory Postal Code</p> <input type="text"/> <input type="text"/> <p>Country: *</p> <input type="text" value="UNITED KINGDOM"/> x ▾	<p>U.S Physical Address *</p> <p>U.S Address is not required for Border Commuter</p> <input type="checkbox"/> Border Commuter Edit Address 10000 Nancy Lane Fort Washington MD 20744	<p>U.S Mailing Address</p> <input type="checkbox"/> Same as Physical Address Add Mailing Address
--	--	---

Email Address: Enter an email address where the student can be reached. This can be a personal or school-issued email address. Email is not required for F-1 students in K-12 or M-1 students under the age of 14.

Telephone

Select one of the three telephone options for students. Telephone is not required for F-1 students in K-12 or M-1 Students under the age of 14.

 Student does not have a telephone number.

<p>Foreign Telephone</p> <p>+ <input type="text"/> <input type="text"/> <input type="text"/></p> <p><small>Country Number Code</small></p>	<p>US Telephone</p> <p>(<input type="text"/>) <input type="text"/> - <input type="text"/></p>
---	--

Program

<p>Program Start Date: *</p> <input type="text" value="09"/> / <input type="text" value="01"/> / <input type="text" value="2015"/> <p>Program End Date: *</p> <input type="text" value="05"/> / <input type="text" value="30"/> / <input type="text" value="2022"/> <p><small>The length of this program is 80 months</small></p> <p>Initial Session Start Date *</p> <input type="text" value="MM"/> / <input type="text" value="DD"/> / <input type="text" value="YYYY"/> <p>Education Level: *</p> <input type="text" value="DOCTORATE"/> ▾	<p><small>The Program Start Date is the date the student will report to school. This may or may not be the same as the start of classes. The Program End Date is the date the student is expected to finish the program of study.</small></p> <p><small>Initial Session Start Date: Enter the date classes begin for the student. This may be the same as the Program Start Date.</small></p>
---	---

<p>Major Code 1 *</p> <input type="text" value="54.0104"/> <input type="button" value="Select"/> <small>History and Philosophy of Science and Technology</small>	<p>Major Code 2 *</p> <input type="text" value="00.0000"/> <input type="button" value="Select"/> <small>None</small> <input type="checkbox"/> No Major 2	<p>Minor Code *</p> <input type="text" value="00.0000"/> <input type="button" value="Select"/> <small>None</small> <input type="checkbox"/> No Minor
---	---	---

English Proficiency:

<p>Is English proficiency required by the school? *</p> <input checked="" type="radio"/> Yes <input type="radio"/> No	<p>Does the student have the required English Proficiency? *</p> <input checked="" type="radio"/> Yes <input type="radio"/> No
--	---



The *Student Reinstatement: Contact and Program Information* page has four sections:

- Contact
- Telephone
- Program
- English Proficiency

The fields on this page will display any existing information. The fields can be edited.

Contact

Complete or update the fields in the *Contact* section, if needed:

Contact

Foreign Address *	U.S Physical Address *	U.S Mailing Address
Address *	U.S Address is not required for Border Commuter	<input type="checkbox"/> Same as Physical Address
1 Glasgow Blvd	<input type="checkbox"/> Border Commuter	Add Mailing Address
	Edit Address	
City	10000 Nancy Lane	
Glasgow	Fort Washington MD 20744	
Province/Territory Postal Code		
Country: *		
UNITED KINGDOM x ▾		
Email Address:	Enter an email address where the student can be reached. This can be a personal or school-issued email address. Email is not required for F-1 students in K-12 or M-1 students under the age of 14.	

- **Foreign Address***
 - Enter the student's foreign address. All nonimmigrant students must have a foreign address, even if they are currently in the United States.
 - The Address and Country are required fields.
- **U.S. Physical Address**
 - Click **Add Address** to enter a U.S. address for the student, if they have one.
 - U.S. addresses are subject to validation.
 - The U.S. physical address is required for students seeking reinstatement.
 - If the student is a commuter student whose Country of Citizenship is Mexico or Canada, click the **Border Commuter** checkbox. The U.S. address is not required for these students.



See the SEVIS Help Hub article on [SEVIS Address Standards](#) for detailed information.

- **U.S. Mailing Address**

- Click **Add Mailing Address** to enter a mailing address for the student, if they have one.

Note: U.S. addresses are subject to validation.

- If the U.S. mailing address is the same as the U.S. physical address, click the **Same as Physical Address** checkbox.



See the SEVIS Help Hub article on [SEVIS Address Standards](#) for detailed information.

- **Email Address** – Enter a valid email address for the student.



See the SEVIS Help Hub for detailed [SEVIS Email Standards](#).

Telephone

Complete or update the three fields in the *Telephone* section, if needed:

Telephone	
Select one of the three telephone options for students. Telephone is not required for F-1 students in K-12 or M-1 Students under the age of 14.	
<input type="checkbox"/> Student does not have a telephone number.	
Foreign Telephone	US Telephone
+ [] - []	([]) [] - []
Country Code	Number

Note: DSOs are required to provide information in only one of these fields:

- **Student does not have a telephone number** – Click checkbox, if the student has told you they do not have a telephone number.
- **Foreign Telephone** – Enter the country code and the phone number, if the student uses an international telephone number.
- **U.S. Telephone** – Enter the area code and the phone number, if the student uses a U.S. telephone number.

Note: Telephone is not required for F-1 students in K-12 or M-1 students under the age of 14.



Program

Complete or update the fields in the *Program* section:

Program

Program Start Date: * The Program Start Date is the date the student will report to school. This may or may not be the same as the start of classes. The Program End Date is the date the student is expected to finish the program of study.

09 / 01 / 2015

Program End Date: *

05 / 30 / 2022

The length of this program is 80 months

Initial Session Start Date * Initial Session Start Date: Enter the date classes begin for the student. This may be the same as the Program Start Date.

MM / DD / YYYY

Education Level: *

DOCTORATE

<p>Major Code 1 *</p> <p>54.0104</p> <p>Select</p> <p style="font-size: small; color: green;">History and Philosophy of Science and Technology</p>	<p>Major Code 2 *</p> <p>00.0000</p> <p>Select</p> <p style="font-size: small; color: green;">None</p> <p><input type="checkbox"/> No Major 2</p>	<p>Minor Code *</p> <p>00.0000</p> <p>Select</p> <p style="font-size: small; color: green;">None</p> <p><input type="checkbox"/> No Minor</p>
---	--	--

- **Program Start Date***

- Enter the date on which the student will begin his or her program.
- This may be the date of any required orientations or other activities before the start of classes.
- This is a required field.

Note: Schools can choose to enter the Program Start Date and the Initial Session Start Date as the same date. In any case, the Program Start Date cannot be more than 30 days before the Initial Session Start Date.



If the student seeks reinstatement to a program he or she already started, do not change the program start date.

If the student is beginning a new program, enter the date the student starts or started the new program.

- **Program End Date***

- Enter the expected date of completion of the academic or vocational program.
- Do not consider grace periods or any future employment authorizations.
- This is a required field.

- **Initial Session Start Date***



- Enter the date that the student will begin classes.
- This date cannot be more than 30 days from the Program Start Date.
- This is a required field.
- SEVIS allows DSOs to enter a date in the past.

Note: Registration deadlines and alerts are tied to this date.

- **Education Level***

- Select the level of education pursued by the student from the drop-down list. The options include:

- Primary

Primary indicates the student is at a K-12 school, grades K-8 or their equivalent.

Note: If you select **Primary**, SEVIS will automatically enter the classification of instructional program (CIP) code for “Primary School” (90.0101) into the **Major Code 1** field. This cannot be edited.

- Secondary

Secondary indicates the student is at a K-12 school, grades 9-12 or their equivalent.

Note: If you select **Secondary**, there are ten acceptable CIP codes.

(1) Click **Select** under the **Major Code 1** field to display the acceptable CIP codes.

(2) Select the **CIP code number** link for the desired code.

- Associate
- Bachelor’s
- Master’s
- Doctorate
- Language Training

Note: If you select **Language Training**, SEVIS will enter the “Second Language Learning” CIP code (32.0109) into the **Major Code 1** field automatically. This cannot be edited.

- Other

Note: If you select **Other**, an **If Other, enter here** field appears. You must describe the education level here. This is a required field.



DSOs can only choose from three levels of education for M-1 students who seek reinstatement:

- High School
- Flight Training
- Other Vocational School

- Level of education must be selected before entering the Major codes.
- This is a required field.

- **Major Code 1***

- Enter the CIP code of the student's primary major, or use the search tool by clicking **Select**. The *Acceptable CIP Codes* window opens.

Note: Search functionalities:

- Enter search terms to find the appropriate CIP code, for example, Communications, Business, Engineering, etc.
- Search by the code family, for example, "14." for the Engineering programs.

- After selecting a code, SEVIS will enter the **CIP** code in the **Major Code 1** field.
- This is a required field.

Note: You must select an Education Level before you can enter the Major code.

- **Major Code 2***

Note: Some students have a secondary major, usually in a related field. Use this field for the secondary major CIP code.

- Enter the CIP code of the student's secondary major, or use the search tool by clicking **Select**. The *Acceptable CIP Codes* window opens.

Note: Search functionalities:

- Enter search terms to find the appropriate CIP code, for example, Communications, Business, Engineering, etc.
- Search by the code family, for example, "14." for the Engineering programs.

- After selecting a code, SEVIS will enter the **CIP** code in the **Major Code 2** field.
- If the student does not have a second major, click the **No Major 2** checkbox.
- This is a required field.

- **Minor Code***

Note: This field is used to select the CIP code for the student's minor field of study.



- Enter the CIP code of the student’s minor program, or use the search tool by clicking **Select**. The *Acceptable CIP Codes* window opens.

Note: Search functionalities:

- Enter search terms to find the appropriate CIP code, for example, Communications, Business, Engineering, etc.
 - Search by the code family, for example, “14.” for the Engineering programs.
- After selecting a code, SEVIS will enter the **CIP** code in the **Minor Code** field.
 - If the student does not have a minor, click the **No Minor** checkbox.
 - This is a required field.

English Proficiency

Complete or update the fields in the *English Proficiency* section, if needed:

1. In the *English Proficiency* section, answer the question “**Is English proficiency required by the school?**” Click either the **Yes** or **No** radio button:
 - **Yes** – Requires a further **Yes** or **No** confirmation that the student has the required English skills.

English Proficiency:

Is English proficiency required by the school? * Does the student have the required English Proficiency? *

Yes No Yes No

Save Draft I-20 Print Draft I-20 Back Next Delete Draft

- **No** – Requires an explanation on why the school does not require the student to be proficient in English.

English Proficiency:

Is English proficiency required by the school? * If No, explain why the school does not require English proficiency. *

Yes No ESL classes are offered as a part of the program |

Characters Remaining: 951

Save Draft I-20 Print Draft I-20 Back Next Delete Draft

2. Click **Next**. The *Student Reinstatement: Financial Information* page, the second page of the *Reinstatement* workflow opens.



Student Reinstatement: Financial Information Page

Students must provide proof that they have the financial resources to live and study in the United States. On the *Student Reinstatement: Financial Information* page, enter or update information about the student’s expenses and funding for an academic year or the length of the program, whichever is shorter.

There are four sections on the *Financial Information* page:

- Financial
- Expenses
- Funding
- Remarks about the Student

The fields on this page will display any existing information. It can be edited.

Student Reinstatement

Financial Information
 SEVP School for Advanced SEVIS Studies
 SEVIS ID: N0004705846
Required fields are marked with an asterisk (*)

Financial

Estimated costs and funding for * months Enter the estimated expenses and sources of funding for an academic year or the length of the program, whichever is shorter. Funding must meet or exceed the estimated expenses.

Expenses	Funding
Tuition and Fees: * <input style="width: 100px;" type="text" value="\$ 15,000"/>	Student's personal funds: * <input style="width: 100px;" type="text" value="\$ 0"/>
Living Expenses: * <input style="width: 100px;" type="text" value="\$ 6,000"/>	Funds from this school: <input style="width: 100px;" type="text" value="\$ 21,000"/>
Expenses for dependents: <input style="width: 100px;" type="text" value="\$"/>	School fund type: <input style="width: 100px;" type="text" value="scholarship and assistantship"/>
Other costs: <input style="width: 100px;" type="text" value="\$"/>	Funds from other sources: <input style="width: 100px;" type="text" value="\$"/>
Specify other costs: <input style="width: 150px;" type="text"/>	Other source type: <input style="width: 100px;" type="text"/>
Total expenses: \$ 21,000.00	On-Campus employment: <input style="width: 100px;" type="text" value="\$"/>
	Total funding: \$ 21,000.00

Remarks about the Student (Prints on page 1 of the Form I-20 in the "Remarks" section.)

Student Automatically Terminated 90 days after next session start date

Characters Remaining: 930

Financial

Enter or update the number of months (up to 12 months) for the estimated costs and funding in the *Financial* section.

Financial

Estimated costs and funding for * months Enter the estimated expenses and sources of funding for an academic year or the length of the program, whichever is shorter. Funding must meet or exceed the estimated expenses.



- Use the drop-down list in the **Estimated costs and funding for* __ months** field to select the number of months for estimating expenses and sources of funding.
- Estimates should be for the length of the program or for an academic year, whichever is shorter.
- This is a required field.

Expenses

Complete or update the fields in the *Expenses* section:

<i>Expenses</i>	
Tuition and Fees: *	\$ 15,000
Living Expenses: *	\$ 6,000
Expenses for dependents:	\$
Other costs:	\$
Specify other costs:	
Total expenses:	\$ 21,000.00

- **Tuition and Fees**
 - Enter the amount for the student's tuition and fees.
 - This is a required field.
- **Living Expenses**
 - Enter the amount for the student's living expenses.
 - This is a required field.
- **Expenses for Dependents**
 - Enter the amount of expenses for any dependents.
 - The number of dependents currently associated with the student displays by the field name.
 - This is a required field.
- **Other Costs** – Enter any other costs for the months of estimated expenses.



- **Specify Other Costs** – Enter the reason for any other costs.
- **Total Expenses** – SEVIS calculates the costs and displays the total expenses at the bottom of the *Expenses* section.

Funding

Complete or update the fields in the *Funding* section:

Funding	
Student's personal funds: *	\$ 0
Funds from this school:	\$ 21,000
School fund type:	scholarship and assistantship
Funds from other sources:	\$
Other source type:	
On-Campus employment:	\$
Total funding:	\$ 21,000.00

- **Student's Personal Funds***
 - Enter the amount of the student's personal funds.
 - This is a required field.
- **Funds from this School** – Enter the amount of any funding offered by your school.
- **School Fund Type** – Enter the type of school fund offered by your school, for example, an academic scholarship.
- **Funds from Other Sources** – Enter the amount of any funding from any other sources.
- **Other Source Type** – Enter the type of funding from any other sources, for example, a private grant.
- **On-Campus Employment** – Enter the amount of funding from the student's on-campus employment.



- **Total Funding** – SEVIS calculates and displays the student’s total funds at the bottom of the *Funding* section.

Note: The student’s total funds must meet or exceed the expenses, before the DSO may issue the student’s Reinstatement Form I-20.

Remarks about the Student

Enter any comments about the student in the **Remarks about the Student** field:

Remarks about the Student (Prints on page 1 of the Form I-20 in the "Remarks" section.)

Student Automatically Terminated 90 days after next session start date

Characters Remaining: 930

Prev Request Reinstatement Cancel

- These remarks will print on the Form I-20.
- This field has a 1000-character limit.

Submit Request Reinstatement

After entering any necessary information, submit the request to SEVIS:

1. Click either **Prev**, **Cancel**, or **Request Reinstatement** at the bottom of the page.
 - **Prev** – Returns the user to the *Student Reinstatement: Contact and Program Information* page.
 - **Cancel** – Returns the user to the *Student Information* page without changing any information and without requesting reinstatement.
 - **Request Reinstatement** – Submits the request with any changes.
2. If **Request Reinstatement** was selected, the *Update Successful* page displays with two options, **Return to View Record** or **Print I-20**.



Update Successful

The following Request ID was assigned to this request: 1998256

Mail this documentation to the DHS Service Center having jurisdiction over the location address of your institution. A list of addresses for these offices can be obtained via the DHS website, at [Reinstatement Filing Instructions](#).

[Return to View Record](#) [Print I-20](#)

- **Return to View Record** – Returns the user to the *Student Information* page.
- **Print I-20** – Generates the PDF of the form that can be printed.

Edit Reinstatement Request

Reinstatement requests cannot be edited. If the student has not sent the application to USCIS, cancel the request in SEVIS and submit a new one.

Cancel Reinstatement Request

DSOs occasionally have to cancel reinstatement requests in SEVIS. Mostly, this happens when:

- A student decides not to pursue reinstatement and has not sent the reinstatement application to USCIS.
- A DSO wrongly submitted a reinstatement request, instead of a correction request to change the student's status.
- The student has decided to leave the United States, rather than pursue the reinstatement.
- The student will not continue his or her studies at your school.



Do not cancel a reinstatement request that has already been sent to USCIS. Requests pending with USCIS must be formally withdrawn using USCIS procedures.

To cancel a reinstatement:

1. Go to the student's *Student Information* page.



Student Information

Reprint I-20

Print Draft I-20

View:
Event History
Request/Authorization Details
Employment Information

Actions:
Cancel Reinstatement Request
Request Change to Program Dates

Corrections:

F-1 STUDENT
Grayte, Scott

SEVP School for Advanced SEVIS Studies
School for Advanced SEVIS Studies
Start Date: **September 1, 2015** End Date: **2022**

I-901 Fee due

Personal / Contact

Gender: **MALE**
Date of Birth: **April 30, 1984** Age **32**
Country of Birth: **UNITED KINGDOM**
Country of Citizenship: **UNITED KINGDOM**
U.S. Telephone:

2. Click **Cancel Reinstatement Request**. The *Cancel Reinstatement Request* page opens.

SEVP School for Advanced SEVIS Studies
Cancel Reinstatement Request

Required fields are marked with an asterisk (*).

F-1 Student: **Grayte, Scott**

SEVP School for Advanced SEVIS Studies -
SEVP School for Advanced SEVIS Studies
Start Date: 09/01/2015 End Date: 05/30/2022

Status: **TERMINATED**
SEVIS ID: **N0004705846**

Remarks:

Cancel Reinstatement Reset Values Cancel

3. Enter any remarks to explain why the request is being cancelled.
4. Click **Cancel Reinstatement**, **Reset Values**, or **Cancel**.
 - **Cancel Reinstatement** – Submits the request to cancel the reinstatement.
 - **Reset Values** – Clears any values entered into any of the fields on the page.



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

Withdraw Reinstatement Request Pending with USCIS

DSOs should not cancel in SEVIS any Reinstatement requests that have been mailed to USCIS. The student must write USCIS to withdraw the application.

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 27, 2016	Initial Release