



U.S. Immigration
and Customs
Enforcement

U.S. Department
of State



SEVP

STUDENT AND EXCHANGE VISITOR PROGRAM

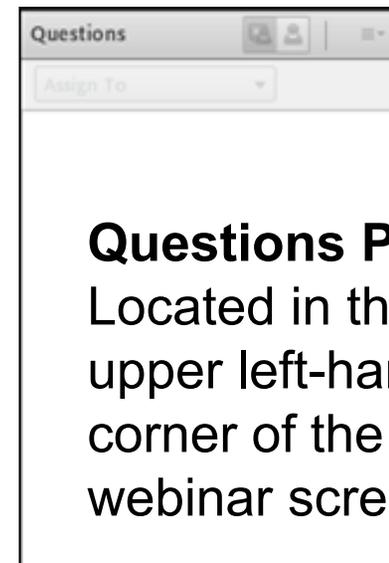
SEVIS: Addresses and Names



Communications

- Use the Questions Pod to let us know if you are having audio or other technical issues
- Type your questions in the Questions Pod as they occur to you

There will be a Q&A session at the end where we will answer questions, but you may submit questions at any time.

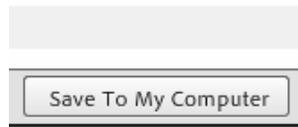


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Name	Size
FAQ Accreditations and Recognitions Conversion.pdf	242 KB
Webinar Participant Guide.pdf	139 KB
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Accreditation Conversion Worksheet.xlsx	56 KB



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Documents Available To Download Today

- Webinar Participant Guide
- SEVIS Name Standards
- SEVIS Accreditations and Recognitions Conversion Job Aid (rev. 7 May 2014)
- SEVIS Conversion Worksheet (rev. 30 Apr 2014)
- FAQ Form I-17 Accreditations and Recognitions Conversion (rev. 7 May 2014)

Also look on *Study in the States* for these materials.



Agenda

- Addresses in SEVIS
 - Informatica[©] AddressDoctor
 - Address Standards
 - Address Validation
 - Implementation Timeline
- Top Address FAQs – Q/A Session
- Names
 - ASCII Code Names, Editing, and Deciphering Passports
- Top Name FAQs – Q/A Session
- Resources



SEVIS Addresses



Addresses in SEVIS

- New modal window to add/edit addresses
- Addresses will be validated using a validation tool
- SEVP currently exploring Informatica[©] AddressDoctor as the validation tool



Informatica[©] AddressDoctor

- Addresses are validated to comply with USPS standards
- Address type (physical, mailing, etc.) is determined by the tool
- Indication of the “quality” or deliverability of an address can be provided
- Address “suggestions” in the case of incomplete, invalid, or inaccurate address entries
- Ability to override an indication of an invalid address, and to add known addresses to the system as acceptable and confirmed addresses



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Informatica[©] AddressDoctor

More information on AddressDoctor can be found at:

http://now.informatica.com/en_address-validation-best-practices_white-paper_02098.html?uid=12-20551



Address Standards

- SEVIS will validate all U.S. addresses against standards defined by the USPS
- SEVIS will require that, at a minimum, all U.S. addresses have a valid city, state, and zip code
- Addresses entered or updated via batch interfacing will fail validation if the city, state, and zip code do not agree



Address Validation

- SEVP will apply validation standards to existing SEVIS addresses, in order to provide an indication of the “quality” of that address to School and Program Sponsor users
- In some cases, SEVP may correct existing addresses to conform to the standards; however, we are not requiring institutions to edit existing addresses to conform to new standards



Timeline for Implementation

- SEVP is planning on implementation in the Fall of 2014; however, the final implementation date is contingent on completion of testing and acquisition of the tool
- BUT You can start NOW!
- Enter any new addresses according to the standards



Addresses – Frequently Asked Questions

1. Will SEVIS validate all addresses, including international addresses?
2. Will there be new SEVIS alerts for addresses of “low quality?”
3. If our address or one of our student’s address is changed, will we be notified?



Questions and Answers



SEVIS Name Standards



SEVIS Name Fields

- Family/Primary Name
- First/Given Name
- Middle Name
- Suffix
- Indicator that a person has no name other than the Family/Primary Name
- Passport Name
- Preferred Name



Name Standards

- Latin alphabet, no hyphens, no apostrophes
- One space between names
- No: LNU, FNU, Unknown, Not Applicable
- UNK, NA – requires confirmation of name

SEVIS will impose a universal standard of naming conventions, so names are entered consistently.



Compatibility with Other Systems

- SEVIS will conform to international standards for passport machine readable zone
- Standards described in Document 9303 – Machine Readable Travel Documents, Sixth Edition 2006; International Civil Aviation Organization
 - Used globally
 - ISO endorsed

http://www.icao.int/publications/Documents/9303_p1_v1_cons_en.pdf



Visual Inspection Zone

- Passport-issuing country determines:
 - Primary identifier
 - Secondary identifier (name components not included in primary identifier)
- Names can include national-specific characters



MRZ Acceptable Characters

0 1 2 3 4 5 6 7 8 9

A B C D E F G H I

J K L M N O P Q R

S T U V W X Y Z <

SOURCE: Doc 9303; page IV-47



Advantages of MRZ Standards

Issuing country determines transliteration of names into MRZ standard



Phasing-in of SEVIS Name Standards

- Will begin with ability to add/edit existing names
- Batch testing will begin in November



Names – Frequently Asked Questions

1. What is the purpose of the Preferred Name field?
2. Are you coordinating your name standards with other government agencies; such as, the Department of Motor Vehicles (DMV) or Social Security Administration?
3. Will you coordinate these requirements with batch vendors?



Names – Frequently Asked Questions

4. Why do you need to capture the Passport Name?
5. What should we do if we don't have the passport to refer to when creating the Form I-20?
6. What happens if the names in our university database do not meet the SEVIS standards?



Names – Frequently Asked Questions

7. How will PDSOs, DSOs, ROs, and AROs be notified if SEVIS changes a nonimmigrant's name?
8. Are we required to enter a Preferred Name or a Passport Name?
9. When do we have to start complying with these standards?



Names – Frequently Asked Questions

10. Will school/sponsor officials get a list of nonimmigrant names in advance, which will be changed?
11. Will nonimmigrants have a record on their Form I-20/DS-2019 of their pre-conversion name?



Questions and Answers



Resources

Study in the States Website

- SEVIS Information Page
 - <http://studyinthestates.dhs.gov/sevis>
- Webinar Page
 - <http://studyinthestates.dhs.gov/webinars>

Other Resources

- SEVIS E-mail: SEVISTechnicalFeedback@ice.dhs.gov
- Department of State E-mail: jsevis@state.gov
- SEVP Response Center: SEVP@ice.dhs.gov
- SEVIS Help Desk: **800-892-4829**