NEW SEVIS FEE REQUIREMENT FOR F-1 STUDENTS

Beginning September 1, 2004, a new United States Department of Homeland Security (DHS) rule went into effect. This rule requires F-1 applicants to pay a one-time fee of $100 to supplement the administrative and maintenance costs of the Student and Exchange Visitor Information System (SEVIS). The following information specifically addresses fee issues for F-1 students.

Who pays the SEVIS fee?
1. Prospective students holding a Form I-20 dated on or after 9/1/2004 who are applying for an F-1 visa from outside the US
2. Prospective students holding a Form I-20 dated on or after 9/1/2004 who are applying for a change to F-1 status from another visa category

What about my dependent(s) (F-2)?
F-2 dependents do not have to pay the fee, even if the I-20 for the F-2 dependent was issued on or after 9/1/2004.

When do I pay the SEVIS fee?
The fee must be paid at least 3 business days prior to applying for your visa. It is important to pay the fee early and allow time for processing.

Can I pay the SEVIS fee at a university, United States consulate/embassy or port of entry?
No. Currently the SEVIS fee can only be processed by the Department of Homeland Security via the Internet or mail.

How do I pay the fee?
The fee can be paid to the DHS online or by mail and must be accompanied by Form I-901. It can be paid by you or by a third party, inside or outside the United States.

To Pay Online (QUICKEST AND RECOMMENDED METHOD)
1. Obtain the Form I-901 at www.fmjfee.com
2. Complete the form online and submit the necessary Visa, MasterCard or American Express credit card information. BE SURE TO ENTER YOUR NAME EXACTLY AS IT APPEARS ON THE I-20 FORM
3. Print a copy of the online receipt (Form I-797)
4. Make a copy of the online receipt (Form I-797), and keep it with important immigration documents

To Pay By Mail
1. Obtain a Form I-901 “Fee Remittance for Certain F, J, and M Nonimmigrants.”
   • Download the form at www.fmjfee.com OR Request the form by phone at 1-800-870-3676 (inside the United States)
2. Complete the Form I-901. BE SURE TO WRITE YOUR NAME EXACTLY AS IT APPEARS ON THE I-20 FORM
3. Prepare a check, international money order or foreign draft (drawn on United States banks only) in the amount of $100 USD, made payable to “The Department of Homeland Security”
4. Mail the completed I-901 and payment to the following address:

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<tr>
<th>VIA MAIL</th>
<th>VIA COURIER</th>
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<tr>
<td>I-901 Student/Exchange Visitor Processing Fee</td>
<td>I-901 Student/Exchange Visitor Processing Fee</td>
</tr>
<tr>
<td>P.O. Box 970020</td>
<td>1005 Convention Plaza</td>
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<tr>
<td>St. Louis, MO 63197-0020 U.S.A.</td>
<td>St. Louis, MO 63101 U.S.A.</td>
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5. Form I-797 receipt should be mailed within 3 days of processing the fee. Copy the receipt and keep it with important immigration documents.

The SEVIS Fee help desk (open 8 AM to 6 PM United States CENTRAL TIME) can be contacted at 785-303-1048 (U.S. Country Code 011).

Will the DHS keep a record of my payment on file?
Yes. Fee payments will be entered into your permanent immigration (SEVIS) record but it is strongly recommended that a copy of your fee receipt (Form I-797) be retained for future use.

What do I need to do to apply for an F-1 visa or change of status?
1. Obtain the Form I-20 from a DHS-approved university
2. Pay the SEVIS fee online or by mail
3. Make a copy of Form I-797 computer receipt (online) or paper receipt (mail) for your records
4. Submit a copy of Form I-797 or computer receipt with your visa application
5. Students who are exempt from visa requirements, such as Canadians, should take a copy of the SEVIS fee receipt to present at the port of entry with the appropriate Form I-20. It will not be possible to pay the fee at the port of entry.

What if my F-1 visa application is denied?
The SEVIS fee will not be refunded. However, if you reapply for a new F-1 visa within 12 months of the denial, you will not have to pay the fee again.

For more information regarding the new SEVIS fee requirement or other visa-related matters, contact international.students@njit.edu or admissions@njit.edu.

Helpful Links:

- U.S Embassies Abroad: http://travel.state.gov/visa/questions_embassy.html
- DHS Special Notice: http://travel.state.gov/specialnotice.html
- Fees for Visa Services: http://travel.state.gov/visa/vofees.html
- Visa Photo Requirements: http://travel.state.gov/passport/pptphotos/index.html
- Visa Denials: http://travel.state.gov/visa/frvi_denials.html

1 Many foreign banks are able to issue checks or money orders drawn on a U.S. bank. You must obtain a check from: a) a bank chartered or operated in the United States; b) a foreign subsidiary of a U.S. bank; or c) a foreign bank that has an arrangement with a U.S. bank to issue a check, money order, or a foreign draft that is drawn on a U.S. bank.