

## STUDENT & EXCHANGE VISITOR INFORMATION SYSTEMS (SEVIS) FEE

### What is the SEVIS fee?

This fee is paid by all foreign nationals in order to come to the United States to pursue a program of study at a college or university.

### How much is the SEVIS fee?

The SEVIS fee is \$350. A valid I-20 is required from the school you plan to attend in order to pay the fee. This fee is separate from and in addition to the visa application fees payable to USCIS for an application to request a change of status or reinstatement.

### Who should pay the SEVIS fee?

- Students seeking a F-1 student visa from a United States embassy or consulate for beginning a new program of study.
- Students who hold a valid F-1 visa but have been absent from the United States for a period of more than five months (not studying during this time with the approval of your school).
- Students seeking a F-1 student visa who are citizens of Canada (or other contiguous territory or adjacent island); you do not require a visa and may apply for admission at a port of entry to begin your studies at a U.S. school. The SEVIS fee must be paid before application for entry at the U.S. border.
- Students who are non-immigrants holding another status in the U.S. and are applying for a change of status or reinstatement through USCIS. You will need to pay the fee before submitting the change of status application to USCIS.

### How do you pay the SEVIS fee?

The SEVIS fee can be paid by Internet or by mail. It cannot be paid at an embassy or consulate or at the port of entry.

#### Paying by Internet

- Go to [www.FMJfee.com](http://www.FMJfee.com)
- Complete the form using the information on your I-20.
- Payment must be made with a credit card.
- Print a copy of the receipt.

#### Paying by mail

- Obtain form I-901 "Fee Remittance for Certain F, J, and M Nonimmigrants." Download the form from the Student and Exchange Visitor Program at [www.FMJfee.com](http://www.FMJfee.com) or request the form by phone at 800-870-3676 (if in U.S.).
- Complete Form I-901. Write your name exactly as it appears on the I-20.
- Prepare a check, international money order or foreign draft (drawn on U.S. banks) in the amount of \$350 USD made payable to The Department of Homeland Security.
- Mail the completed I-901 and payment to the address on the form I-901.
- The receipt notice (Form I-797) will be mailed within three days.

### When should the SEVIS fee be paid?

The SEVIS fee should be paid at least three business days before going to the U.S. embassy or consulate for a visa interview.

### Are SEVIS fees refundable?

SEVIS fees are not refundable (unless paid by mistake), even if your visa is denied or, after the visa is issued, you decide not to come to the United States. The SEVIS fee is valid for a period of 12 months.

## U.S. VISA APPLICATION

### **STEP ONE: Visit [www.educationUSA.state.gov](http://www.educationUSA.state.gov).**

This website contains information about the different types of visas and how to obtain the visa you require. If you do not have access to the Internet, you can contact the nearest U.S. embassy or consulate for assistance.

### **STEP TWO: Make an appointment to visit the nearest U.S. embassy or consulate.**

The visa application process varies among embassies and consulates depending on local regulations. In most cases, you will need to make an appointment. You can do this by mail, by telephone, by Internet or in person. Schedule your appointment as soon as you have received your documentation from La Roche University and know when you will need to travel to the United States.

Some embassies and consulates require a fee to schedule an appointment. Check with the nearest embassy or consulate to verify if this is the case in your region.

### **STEP THREE: Collect the following documentation to submit at your appointment:**

- A valid passport
- Acceptance letter and I-20 Form from La Roche University
- Nonimmigrant visa application, Form DS-160 printed confirmation page
- Supporting documentation detailing employment, reason for travel and financial status
- Proof of payment of SEVIS fee
- Proof of application fee payment, if required

### **STEP FOUR: Submit your application, passport and supporting documents to the U.S. embassy or consulate.**

The application will be reviewed by the consular officer, and for most applicants, the visa will be issued in a few weeks. The length of the application and review process differs from one region to another, and for some applicants it will take more time for a visa to be issued.

### **STEP FIVE: In a few cases, additional reviews or fingerprinting will be required.**

This documentation can be requested for a wide variety of reasons, but in these cases processing times take longer than usual.

### **STEP SIX: Once your visa has been issued you may travel to a port of entry in the United States.**

The port of entry is usually the first airport at which you land when you arrive. On the airplane you will be asked to complete a short arrival/departure form. When you disembark from the airplane, please follow the directions for non-citizen entry where you will meet with a U.S. official who will verify your paperwork and ask you a few questions about why you are visiting the U.S. When you are admitted, you will receive an immigration stamp and proceed to baggage claim and U.S. Customs.

### **Variations in the Visa Process**

The processing of visa applications varies between individual embassies and consulates. Some require an in-person interview with where appointments must be made in advance, while others conduct interviews on a walk-in basis. The process of securing a visa to enter the United States takes time and will require advance planning to make sure you secure your visa when necessary.

Policies and regulations worldwide will continue to change as new security measures are implemented. Please check [www.educationUSA.state.gov](http://www.educationUSA.state.gov) for updates and changes.

### **Notify La Roche University**

Once you have finished the visa interview process and obtained your student visa, please inform the Office of International Admissions by email at [international@laroche.edu](mailto:international@laroche.edu)  
We look forward to having you as a part of our campus community!