

SEVIS FEE PROCEDURES FOR F OR J STUDENTS

Beginning September 1, 2004, The Department of Homeland Security is charging a fee of \$100 for students in F or J visa categories if your Certificate of Eligibility (I-20 or DS 2019) is issued after that date.

- You must pay if you are:
 - a) Overseas when applying for an F-1 or J-1 visa in the following situations:
 - 1) Initial attendance at a school in the United States
 - 2) When the fee has not been paid previously for the same status and the same category
 - 3) After having been outside the United States for more than five months, and applying for a renewal visa (Students who are applying for reinstatement must also pay the fee)
 - b) Inside the United States with a Change of Status or a reinstatement application to F-1 or J-1 status using Form I-539
- The SEVIS fee must be paid in US dollars and must be done either by postal mail or via internet.
- To pay the \$100.00 SEVIS fee:
 - a) By **postal mail**: Complete the fee payment Form I-901 included in this packet. A DS 2019 must have been issued before you can use this form and please include the West Virginia University **F-1** School Code (**PHI214F10133000**) or **J-1** Program Code (**P-1-00799**).

Include a personal check, money order or bank draft drawn on a US bank. Be sure to print your name on the check and also "I-901 Student/ Exchange Visitor Processing Fee" in the lower left hand corner of the check. Mail the check and the Form I-901 to the following address:

I-901 Student/ Exchange Visitor Processing Fee
P O Box 970020
St. Louis, MO 63197-0020

You will receive a receipt by mail at the address you give on your I-901.
You need to take this receipt with you to your visa application interview.

- b) By **internet**: Follow the on-line instructions found at <https://www.fmjfee.com>, include the required credit card information, and print out the payment screen to verify your payment. This will be your receipt, which you need to take with you to your visa application interview.
- **Canadian** citizens meeting the requirements above are also required to pay this fee; the payment receipt must be presented at a US port of entry.
- Citizens of **China** and **India** (or J visa applicants in China and India) may be allowed to pay this fee at the US Embassies or Consulates located in China and India at the time of their visa application. Please check their respective websites for additional information.
- **NOTE**: all receipts must be received by mail or confirmed by internet *at least three working days* before the visa application interview.

You may access the SEVIS website for additional details: <http://www.ice.gov/sevis>

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