

**The Office of International Students
The Graduate School and University Center
The City University of New York**

**SEVIS Fee Procedures
For “Initial Attendance” F-1 Status International Students**

The US Department of Homeland Security (DHS) charges a **\$200 SEVIS Fee** for F-1 status students to use the **Student and Exchange Visitor Information System (SEVIS)**.

Before you can use your Form I-20 marked “**Initial Attendance**” in item #3, either to apply for a visa, or to enter the United States, you must pay the **SEVIS Fee**.

The **SEVIS Fee** may be paid either by mail or on-line over the internet. The procedure is as follows:

1. **Obtain the fee payment Form I-901.**
 - a. Access Form I-901 at www.fmjfee.com and complete it on the internet, or
 - b. Print out the Form I-901 that is available at www.fmjfee.com, and send it in by mail
2. **Complete Form I-901, answering all questions.**
 - a. You must first receive a Form I-20 in order to complete the Form I-901.
 - b. For F-1 students, the Graduate Center School Code is **NYC214F00812006**.
 - c. Your **SEVIS Number** is in the upper right corner of your I-20, beginning with N.
3. **Pay the \$200 SEVIS Fee.** Choose the method of payment:
[RECOMMENDED]
 - a) **By credit card** over the internet – (the easiest and quickest way)
 - i) Follow the on-line instructions at www.fmjfee.com.
 - ii) **Print out the payment screen** to verify your payment.
 - iii) Take the **payment verification printout** with you to your visa interview, and for presentation when you enter the US.
 - b) **By personal check**, money order, or foreign draft drawn on a US bank – (this takes the longest time)
You must print **your name** on the check and make the check payable to: **I-901 Student/Exchange Visitor Processing Fee**.
 - i) Mail the Form I-901 and the check to to:
I-901 Student/Exchange Visitor Processing Fee
P.O. Box 970020, St. Louis, MO 63197-0020.
 - ii) You will receive a receipt at the address you give on Form I-901.
 - iii) Take the receipt with you to your visa application interview..
 - c) **By Western Union Quick Pay™ Service** – (but only where available)
 - i) This service is available in any country where there is a Western Union office that offers its Quick Pay™ service. Contact the Western Union office nearest you.
 - ii) Instructions and a sample form are available on the SEVP website: www.ice.gov/graphics/sevis/i901/index.htm
4. All **SEVIS Fee** payments must be confirmed (by internet receipt) or received (by mail) **at least three US government working days** before your visa application interview.

NOTE: Keep the Receipt of Payment. You will need it for later proof of payment.

5. Citizens of **Canada** only:
 - a) No visa or visa application is required of Canadian citizens.
 - b) Pay the **SEVIS Fee** as in #3 above and carry the receipt with you.
 - c) Present the **SEVIS Fee** payment receipt at a US Port of Entry.
6. Visa applications in **China** or **India**:
 - a) There is a “Pilot Project” for paying the **SEVIS Fee** for visa applications made in China or India.
 - b) The **SEVIS Fee** may be paid at the US Consulate at the time of the visa application.
7. Additional details on SEVIS and the **SEVIS Fee**, are available on the SEVIS web site at:
www.ice.gov/graphics/enforce/imm/sevis/index.htm