

# SEVIS I-901 Fee Instructions for J-1 Exchange Visitor Status

Effective September 1, 2004

**1 visa.** For detailed information, please visit <http://www.ice.gov/sevis>.

**FEE MUST BE PAID BEFORE A VISA WILL BE ISSUED!!**

## Who Must Pay and When:

1. New Applicants for Exchange Visitor Status (JE 00000912 0 62 92 re W\* 4 9.9 00)

## 5. Spouse or Minor Children of Exchange Visitors

If you are the spouse or minor child of a student or exchange visitor, **do not pay the SEVIS I-901 fee** unless you are applying to change status to F-1, M-1, or J-1.

### **How to Pay:**

In general, you need to:

Either be currently enrolled in an approved school or exchange visitor program or have been accepted into one. You will need a Form DS-2019.

Determine if you need to pay the fee. For more information, see the section, above.

Pay the fee in time to have it processed before either 1) a consular or DHS official must make a decision about your visa, 2) entry into the United States or 3) other application where the fee is required.

### ***What are the options for fee payment?***

Currently, the options for individuals to pay the fee are 1) by credit or debit card via the Internet 2) by check or money order mailed to SEVP (address below) or 3) by Western Union Quick Pay™ service (available in more than 130 countries).

### ***Form I-901***

You will need to fill in a Form I-901 with information from your Form DS-2019 and pay the required fee. For most people, the **SEVIS I-901 fee is \$220**. You have the option of paying an additional \$30 to have your receipt sent by expedited delivery (courier service) rather than by mail.

You can fill in the Form I-901 online at [www.fmiffee.com](http://www.fmiffee.com) or send a paper version to:

#### ***By Mail***

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

#### ***By Courier (to expedite delivery to SEVP)***

I-901 Student/Exchange Visitor Processing Fee  
1005 Convention Plaza  
St. Louis, MO 63101  
United States  
Phone Number: 1-314-418-4393 (United States Country Code 011)

If you have Internet access, completing the form online will help ensure that you provide all the information in the correct format. This helps speed processing. Paper forms are scanned and read by machine. If information is missing or hard to read, the form will be manually reviewed. SEVP will attempt to fill in missing or hard-to-read information. This could cause a short delay in processing your form or could result in the form being returned to you for correction. When using a paper form, please print clearly. Your SEVIS ID number, last name (surname or family name) and date of birth are critical data elements. These are needed to match the information on your Form DS-2019.

### ***Payment Options***

- 1) You can pay your fee **by credit or debit card** if you are submitting your form online. If you pay by credit or debit card, you should print out a so that you do not have to wait to receive a receipt through the mail. See the section on the website on credit and debit cards for more information about the cards SEVP will accept.
- 2) You can also pay **by international money order or check** drawn on a financial institution in the United States and payable in United States currency. Checks are accepted subject to collection. If the bank on which it is drawn does not honor the check, you will be charged a \$30 fee:

If you fill in the Form I-901 online and choose the option to pay by check or money order, you will be able to print a payment coupon. There is a control number on the top of the coupon. Write the control number, your name and your SEVIS ID number on your check or money order and attach the coupon.

If you use a paper Form I-901, write your SEVIS ID number and name on your check or money order and attach the form before sending it in.

- 3) You can pay the fee locally **by the Western Union Quick Pay™ service**. This will allow Western Union to collect the fee, in local currency, along with the needed Form I-901 and electronically transmit the payment and date to SEVP. The properly completed Western Union receipt serves as immediate proof-of-payment for a visa interview at a U.S. consulate and for admission at a U.S. port of entry. The instructions along with a completed sample of the Western Union form can be found at the SEVP website – [www.ice.gov/sevis](http://www.ice.gov/sevis).

### ***Record of Payment***

There are two records of payment:

Electronic payment information kept in the SEVIS I-901 fee payment system

A paper receipt

You will get a paper receipt in the mail for all payments. You can also print a paper receipt immediately if you file online and pay with a credit or debit card.

### **Why do I need a receipt?:**

**The federal law relating to SEVIS, (8 USC §1372 (e)(5), requires that an exchange visitor present proof of payment before being granted a visa or admission.**

The SEVIS I-901 fee payment receipt, along with the electronic record in SEVIS and the I-901 payment system, serve as proof of payment. In most cases, your payment can be verified electronically. However, SEVP recommends that you retain a copy of your receipt. Having the receipt will make it easier to prove you have paid. There are cases where your current SEVIS ID number may be different from the number you paid on. The receipt is also useful when you go to a visa interview or, if you are visa-exempt, apply for J-1 status at the POE. The receipt is also your assurance that your payment and fee information were properly processed and posted.

### ***What do I need to take to the embassy or consulate to prove I paid my SEVIS I-901 fee?***

We highly recommend bringing your SEVIS I-901 fee receipt. While the embassy or consulate should be able to electronically verify your payment, having the receipt on hand proves that the payment was processed correctly and speeds the verification process.

If you paid the SEVIS I-901 fee using a Form DS-2019 from a different exchange visitor program than the one you will attend, bring the Form DS-2019 you used when paying the fee, in addition to the form for the program you will actually be attending. If there is no fee differential, the SEVIS I-901 fee you paid will be accepted.

### ***When do I need a receipt?***

Only those who are required to pay the SEVIS I-901 fee will need a receipt. If you are required to pay the fee, you need to do so **before** your visa interview or filing an application for reinstatement, change of status, etc.

Keep your receipts along with other records pertaining to your nonimmigrant status. It will help to have a copy when:

Applying for subsequent visas while continuing at the same exchange visitor program

Applying for any work-related benefits

Entering the United States

Filing a petition or application with CIS

