

II. Paying The SEVIS Fee (F-1 Students)

WHO PAYS THE SEVIS (Student and Exchange Visitor Information System) FEE?

- Prospective students with “initial attendance” I-20s who are applying for an “initial” F-1 visa from outside the United States. *Payment due at least 3 business days prior to applying for the student visa.*
- Prospective students with “initial attendance” I-20s who are applying for a change to F-1 status from another visa category. *Payment due prior to submission of change of status petition.*
- Current F-1 students in the U.S. filing for reinstatement after being out of status more than 5 months and are issued an I-20 issued for reinstatement. *Payment due prior to reinstatement application.*
- Prospective students with “initial attendance” I-20s who are exempt from the visa requirement (for example, Canadian citizens). *Payment due at least 3 days prior to applying for admission at a U.S. port-of-entry.*

HOW IS THE FEE PAID?

International students and exchange visitors can pay online by using a credit or debit card, or by check or money order drawn on a U.S. account and mailed to the lockbox address given in the instructions, or by Western Union Quick Pay Service™. The fee can be paid by you or a third party (friend or relative), inside or outside the United States. If paid by a third party they will need information from your I-20 to complete the required form. You cannot pay the fee at a university, consulate, or port-of-entry.

HOW MUCH IS THE SEVIS FEE?

The SEVIS fee is US \$200 payable to the processing agency. Please note that there may be additional service fees associated with the particular method of payment or personal credit card agreement.

TO PAY ONLINE

- Find the Form I-901 at www.FMJfee.com.
- Complete the form online using information from your I-20 and provide Visa, MasterCard or American Express card information. Be sure to write your name exactly as it appears on your I-20.
- Print a copy of the online receipt.
- Be sure to make copies of your receipt and keep it with your other important immigration documents.

TO PAY BY MAIL

- Obtain a Form I-901 “Fee Remittance for Certain F, J and M Nonimmigrants” which can be downloaded from www.FMJfee.com. Alternatively, you can submit the online form, choose the option to pay by check or money order, and print a payment coupon.
- Complete the form using information requested and writing your name exactly as it appears on the I-20.
- Prepare a check, international money order or foreign draft drawn on U.S. bank*, in the amount of US \$200, made payable to the “I-901 Student/Exchange Visitor Processing Fee.”
**Many foreign banks are able to issue checks or money orders drawn on a U.S. bank. You may obtain a check from 1) a bank chartered or operated in the United States, 2) a foreign subsidiary of a U.S. bank, or 3) a foreign bank that has an arrangement with a U.S. bank for this kind of transaction. Be sure to write the name of the student and the SEVIS number on the check.*
- Write your name and SEVIS ID number on your check or money order.
- Mail the completed I-901 form (or payment coupon, if form was submitted online) and payment to the address listed on the form. If using courier mail, please note there is a separate address designated for “courier.”
- A receipt (Form I-797) will be mailed within 3 days of processing the fee to the address you provided. Be sure to retain this receipt, make an extra copy for safe-keeping, and remember to bring it with you when you have your visa interview.

TO PAY BY WESTERN UNION

- Nonimmigrant students and exchange visitors in more than 130 countries will be able to pay the I-901 SEVIS fee locally using the Western Union Quick Pay™ service. This initiative allows Western Union to collect the SEVIS I-901 fee, in local currency, along with the Form I-901 data and electronically transmit the payment and data to SEVIS. This option is available in any country where Western Union offers its Quick Pay™ service.

The instructions along with a completed sample of the Western Union form can be found on the SEVIS website at www.ice.gov/sevis. Students should bring a printed copy of the instructions and the complete sample to the Western Union Agent in order to correctly process their payments.

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IS THE SEVIS FEE REFUNDABLE IF I AM DENIED A VISA?

Once paid, the SEVIS fee is non-refundable even if your visa is denied or, subsequent to issuance of the visa, you choose not to come to the United States. If you are denied the visa, you do not have to pay the SEVIS fee again if you re-apply to a similar program within 12 months of the initial denial.

IS A SEVIS FEE TRANSFERABLE FROM ONE SCHOOL TO ANOTHER SCHOOL'S SEVIS RECORD?

If you have been accepted to more than one institution and paid the fee using the SEVIS number of an institution you no longer wish to attend, you do not have to pay the fee again. Bring the I-20's of both schools as well as your SEVIS fee payment receipt to the consulate at the time you apply for the visa.

If you have questions, please contact Josh Ferchau, coordinator of international admission at Knox College at jferchau@knox.edu or by phone at +1-309-341-7136.