



SEVIS FEE REQUIREMENTS FOR EXCHANGE VISITORS (J-1)

The U.S. Department of Homeland Security (DHS) requires the collection of a one-time \$220 SEVIS fee for Exchange Visitor students and scholars. The SEVIS fee is separate from and in addition to your visa application fee.

APPLYING FOR A VISA

- 1) Receive DS-2019 form from Oklahoma State University.
- 2) Complete Form I-901 and pay the SEVIS fee. You cannot pay this fee at a US Embassy or Consulate.
- 3) Print SEVIS fee payment receipt from Internet.
- 4) Complete visa application form (DS-160)
- 5) Attach SEVIS fee receipt (I-797) to visa application forms.
- 6) Schedule visa interview appointment with U.S. Embassy/Consulate.
- 7) Take all necessary and related documents to visa interview.
- 8) After interview, necessary security checks, and the consular officer's approval, you receive J-1 visa in passport from U.S. Embassy/Consulate. If your visa application is denied, follow Consular Officer's instructions.
- 9) Enter the U.S. up to 30 days PRIOR to the program start date on the Form DS-2019 and no later than 30 days AFTER the program start date on the Form DS-2019. You must have your passport with J-1 visa, a stamped DS-2019, your SEVIS FEE receipt and other relevant documents with you as you pass through immigration.
- 10) Report to the International Students & Scholars (ISS) office to validate your program as soon as you arrive in Stillwater, OK. You must come to the ISS within 30 days AFTER the start date indicated on the Form DS-2019. If your arrival is delayed and you will not be able to report to the ISS office within 30 days after program start date, notify ISS immediately.

SEVIS FEE APPLICATION

You must submit Form I-901 and pay the SEVIS fee to the DHS by credit card on the website or through Western Union. If you are from Cameroon, Ghana, Kenya, Nigeria or Gambia you will not be able to pay the SEVIS Fee by credit card. If you are from the above mentioned countries then you must pay by Western Union. The fee can be paid by you or by a third party, inside or outside the US.

1. Obtain a SEVIS FEE application form (Form I-901)
Fill out the form online at www.fmjfee.com.
2. Complete the SEVIS FEE application form (Form I-901) and pay SEVIS FEE
 - Write your name and date of birth **exactly as it appears** on your Form DS-2019.
 - Enter SEVIS ID Number correctly from Form DS-2019. This number appears in the top, right-hand corner of the DS-2019 form and begins with the letter 'N' (Ex. N0001113333)
 - Print a copy of your receipt

PAYING THE SEVIS FEE - PAYMENT METHODS TO PAY BY CREDIT CARD (ONLINE WEBSITE APPLICATION)

1. Fill out Form I-901 online at www.fmjfee.com. See instructions above.
2. Complete the form online and supply the necessary Visa, MasterCard, or American Express information.
3. **Make a copy of your I-901 Form. Keep it with your important immigration documents.**

- If paying by credit card, print a copy of the online receipt (I-797). This receipt will be shown as proof of payment to the visa-issuing officer at the US Embassy or Consulate.

TO PAY BY WESTERN UNION

- Effective April 15, 2014, nonimmigrant students and exchange visitors choosing to pay their I-901 SEVIS fee by Western Union will be required to complete the Form I-901 at www.fmjfee.com prior to visiting Western Union.
- Fill out the Form I-901 online at www.fmjfee.com. A payment coupon will be generated upon completion of the form.
- Print a copy of the payment coupon and take it to your local Western Union. You will need the unique coupon number in order to submit your payment.
- If a third party is paying your I-901 SEVIS fee on your behalf, you will need to provide them with your coupon number to enter into the Account Number field of the Western Union Quick Pay/Quick Collect Form.
- Fill out the Quick Collect/Quick Pay Form according to the information found at the bottom of the printed coupon. Example below:
- Company Name (or Code City):** SEVISFEE
- Account Number:** Coupon Number (ex: 010222013872390)
 - Amount:** 220.00*
 - *Please note that the payment amount may differ according to your specific visa type.
- Present the coupon and your payment to the Western Union Agent for processing.
- Payment will be linked to your Form I-901 and your online payment confirmation will be available immediately at www.fmjfee.com.

Western Union Quick Collect Form Data:

- Dollar amount: ONE HUNDRED EIGHTY U.S. \$180.00
- Agency: SEVISFEE
- Operator: 010222013872390
- Sender's name: MARY Q JONES
- City: JSEVISFEE, State: MO
- Sender's address: 1234 MAIN STREET, ALEXANDRIA, VA 22312

U.S. Department of State Certificate of Eligibility for Exchange Visitor (J-1) Status Data:

- Name: MARY Q JONES
- City of Birth: Berlin, Country of Birth: GERMANY
- Legal Permanent Residence Country Code: GERMANY, Residence Country: GERMANY
- Position: CIVIL SERVICE EMPLOYER IN CENTRAL GOVERNMENT
- Expiry Date: 02-28-2015
- Category: J-1
- Program: PROFESSOR; SHORT-TERM SCHOLAR; TEACHER