

**SEVIS Fee Procedures****For First-Time International Students**

The US Department of Homeland Security (**DHS**) now charges a fee of \$200 per student for F-1 (I-20) and \$180 for J-1 (DS-2019) to use the Student and Exchange Visitor Information System (**SEVIS**). Before you apply for your first F-1 or J-1 visa for entry into the United States, you must pay this SEVIS fee. **DO NOT SEND THE FORM I-901 TO THE UNIVERSITY OF DELAWARE.**

The SEVIS fee must be **paid in US dollars** and may be done either by postal mail or on-line Internet. The procedure for paying the fee is:

1. **Obtain the fee payment Form I-901.**
  - a. Access Form I-901 at [www.fmjfee.com](http://www.fmjfee.com) on the Internet, or
  - b. If you are unable to access Form I-901 on the Internet, contact OSSS at [foreignservices@udel.edu](mailto:foreignservices@udel.edu)
2. **Complete Form I-901, answering all questions.**
  - a. You must have a Form I-20 or Form DS-2019 in order to complete the I-901.
  - b. F-1 applicants must include the **University of Delaware** school code **PHI 214F 00400000**.
  - c. J-1 applicants must include the **University of Delaware** program number **P1-1898**.
3. **Pay the SEVIS fee - \$200 for F-1 (I-20) and \$180 for J-1 (DS-2019).**
  - a. **By personal check**, money order, or foreign draft drawn on a US bank (must be made payable to **"I-901 Student/Exchange Visitor Processing Fee"**):
    - i. Print **your name** and **your SEVIS number** on the check or money order.
    - ii. Mail the payment and Form I-901 to:  
I-901 Student/Exchange Visitor Processing Fee  
P.O. Box 970020  
St. Louis, MO 63197-0020
    - iii. You will receive a receipt by mail at the address you give on the Form I-901.
    - iv. Take the receipt with you to your visa application interview.
  - b. **By credit card:**
    - i. Follow the on-line instructions.
    - ii. Include the required credit card information.
    - iii. Print out the payment screen to verify your payment.
    - iv. Take the payment verification printout with you to your visa application interview.
  - c. **By Western Union Quick Pay (where available):**
    - i. Western Union office collects fee (in local currency), along with I-901 data, and electronically transmits payment and data to DHS. The Western Union office issues a receipt that serves as immediate proof of payment for the visa application interview and US entry.
4. All receipts must be received (by mail) or confirmed (by Internet) **at least three US government working days** before your visa application interview.

**IMPORTANT: Keep the receipt for future proof of payment!**  
**You will need to present it at your interview and at your US Port of Entry.**

5. Citizens of **Canada** only:
  - a. No visa or visa application is required of Canadian citizens.
  - b. Pay the SEVIS fee as outlined in step 3 above and get the receipt.
  - c. Present the SEVIS fee payment receipt at your US Port of Entry.

**Further information is available on the SEVIS website at:**

[www.ice.gov/graphics/sevis/index.htm](http://www.ice.gov/graphics/sevis/index.htm)