Where can you find online resources?

Portal Overview:
https://studyinthestates.dhs.gov/create-an-sevp-portal-account

Videos:
https://studyinthestates.dhs.gov/sevp-portal-videos

OPT Reporting Requirements:
https://studyinthestates.dhs.gov/students-stem-opt-reporting-requirements

Creating a SEVP Portal account:
https://studyinthestates.dhs.gov/create-an-sevp-portal-account

When can a student create an account?

Step 1 (SEVP)

After an OPT Request in SEVIS changes to “Approved” on or after the Actual OPT Start Date, SEVIS sends the following OPT-related student data to the SEVP Portal:

- SEVIS ID
- Email address
- Biographic Information
- Contact Information
- Information on OPT Authorization
- Employer Information

Step 2 (Portal)

The Portal automatically emails the student with instructions on creating their Portal Account. The Initial Portal Account Creation email will contain a unique link the student will use to create the account.

Step 3 (Student)

Student can choose to click the link and enter their SEVIS ID and create a Password.

Step 4 (Portal)

The Portal establishes the account.

F-1 Students on STEM OPT Reporting Requirements

Students and employers must report material changes to the Designated School Official (DSO) at the earliest opportunity by submitting a modified Form I-983. Employers must report the STEM OPT student’s termination of employment or departure to the DSO within five business days. Students must report certain changes, such as changes to their employer’s name and address, to their DSO within 10 business days.

DHS clarified that STEM OPT participants may engage in a training experience that takes place at a site other than the employer’s principal place of business as long as all of the training obligations are met, including that the employer has and maintains a bona fide employer-employee relationship with the student. DHS will review on a case-by-case basis whether the student will be a bona fide employee of the employer signing the Training Plan, and verify that the employer that signs the Training Plan is the same entity that employs the student and provides the practical training experience.
What is a SEVP Portal?

- This portal developed by the Student and Exchange Visitor Program (SEVP) is a tool that F-1 and M-1 Students on Post-Completion Optional Practical Training (OPT) or science, technology, engineering and mathematics (STEM) OPT can use to:
  - Update their mailing and physical addresses
  - Update their telephone number
  - Update their employer’s information
  - Monitor their employment authorization

- The Portal is accessible for both your mobile device and computer

- Use of the Portal is voluntary, but is highly encouraged by SEVP

- Only F-1 Students on Post-Completion OPT can update their employer’s information, not those on STEM OPT

Who can use the Portal?

1. Students on Post-Completion OPT
2. Students on STEM OPT

Having problems? Who can help?

DSOs does not have access to the Portal, but they can help to:

1. Request for Initial Portal Account Creation email to be re-sent.
2. Unlock a student’s Portal Account.
3. Change student’s email for student’s account management.
4. Update student’s address, phone number, and employer information.
5. Access and download data changed by students using the Portal.
6. Identify students with Portal Accounts.

Further Portal assistance can be obtained from online resources or from the SEVP Response Center at 703-603-3400.