

Request for Records Disposition Authority (See Instructions on reverse)		Leave Blank (NARA use only)	
		Job Number	11-567-10-13
To National Archives and Records Administration (NIR) 8601 Adelphi Road, College Park, MD 20740-6001		Date Received	3/26/2010
1 From (Agency or establishment) U S Immigration and Customs Enforcement (USICE)	Notification to Agency In accordance with the provisions of 44 USC 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10		
2 Major Subdivision Office of Investigations			
3 Minor Subdivision Student and Exchange Visitor Program			
4 Name of Person with whom to confer	5 Telephone (include area code)	Date	Archivist of the United States
		25 Feb 10	[Signature]
6 Agency Certification			
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,			
<input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
Signature of Agency Representative Joseph Berhart		Title Chief, Records Management Branch	Date (mm/dd/yyyy) 02/23/2010
Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)
1	See attached sheet(s) for Student and Exchange Visitor System II (SEVIS II)		

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Immigration and Customs Enforcement (ICE)

Student and Exchange Visitor Information System II (SEVIS II)

The Student and Exchange Visitor Information System II (SEVIS II) is an electronic system used by the U S Immigration and Customs Enforcement (ICE), Student and Exchange Visitor Program (SEVP) to track and monitor F/M/J nonimmigrants throughout the duration of approved participation within the U S education system or designated exchange visitor program SEVIS II also maintains information on the schools, exchange visitor program sponsors, and their representatives SEVIS II is a modernization effort that addresses the limitations of the original Student and Exchange Visitor Information System (SEVIS) immigration benefits tracking tool, which was previously scheduled under N1-563-04-1 (which superseded NC1-85-85-1)

F, M and J nonimmigrants are described as

F-1 Admission For foreign students pursuing a full course of study in a college, university, seminary, conservatory, academic high school, private elementary school, or other academic institution or language training program in the U S that SEVP has certified to enroll foreign students

M-1 Admission For foreign students pursuing a full course of study in a U S vocational or other recognized nonacademic institution (e g technical school) that SEVP has certified to enroll foreign students

J-1 Admission Foreign nationals who are selected by an exchange visitor sponsor that the Department of State (DoS) has designated to participate in an exchange visitor program in the U S

SEVIS II is used to track F, M and J nonimmigrants and their dependents during their stay in the U S SEVIS II allows DHS and the Department of State (DoS) to administer the student and exchange visitor programs by certifying and designating schools and sponsors and ensuring their ongoing compliance with Federal requirements and regulations The system also enables DHS and DoS to monitor the progress and status of lawfully admitted F/M/J nonimmigrants residing in the United States, to ensure they comply with the obligations of their U S admittance, and to maintain a history of their status-related activities The system is used to identify and act on potential compliance violations by schools, sponsors, and F/M/J nonimmigrants The system is also used to support other homeland security and immigration activities, such as deciding F/M/J nonimmigrants' requests for immigration benefits and for admission to the U S Finally, the system supports the analysis of information in the system for law enforcement, reporting, management, and other mission-related purposes

1. Student and Exchange Visitor Information System II (SEVIS II)

A. Master File/Data

(1) F/M/J Nonimmigrant Data

Data regarding the application and admission of foreign nationals, and any dependents, who seek to come to the U S as

Disposition:

Supersedes N1-563-04-01, Item 1

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Immigration and Customs Enforcement (ICE)

students and exchange visitors under F, M, or J classes of admission. There is a wide variety of data captured that includes

TEMPORARY Cutoff at end of fiscal year of last activity
Destroy 75 years after cutoff

• **Biographical Data**

Biographical information (for F/M/J nonimmigrants and dependents and school and sponsor officials, owners, chief executives, legal counsel) used in the creation of SEVIS II user accounts, specifically names, U S domestic address, foreign address (F/M/J nonimmigrants only), date of birth, birth country and city, country of citizenship, country of legal permanent residence, username, e-mail addresses, the DHS-assigned Immigrant Identification Number (IIN), Alien Registration Number (A-Number) (for school/sponsor officials who are U S lawful permanent residents only), National Identity Number (for F/M/J nonimmigrants only), and passport information (number, issuing country, expiration date). This information would also be collected for any proxy, parent or guardian for an F/M/J nonimmigrant who is unable to create their own account due to age (under 13 years old), disability, or other reasons. The proxy, parent, or guardian would first need to create their own SEVIS II account before they could create an account for the F/M/J nonimmigrant.

• **Detailed Educational and Financial Information**

F-1, M-1, or J-1 nonimmigrant educational and financial information, specifically program of study, school registration information, program completion or termination information, transfer information, leave of absence information and study abroad, extensions, change of education level, student ID number, I-901 fee payment information, and financial information (for F/M nonimmigrants, financial information includes data on source of funds - personal or school, and average annual cost - tuition, books, fees, and living expenses, for J nonimmigrants financial information includes total estimated financial support, financial organization name and support amount)

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Immigration and Customs Enforcement (ICE)

- Status and Benefit Information

The DHS-assigned Fingerprint Identification Number (for individuals 14 years of age and older), U S visa number, issuing country, expiration date, class of admission, immigrant benefit application information (primarily reinstatement, employment authorization, 212(e) Waiver, etc), and arrival and departure information (port of entry, date of entry/exit)

- School Information

Name of school, school e-mail address, addresses (mailing, physical, billing), telephone number, fax number, EIN, certification/recognitions (Department of Education, accrediting agency list), tuition information

- Exchange Visitor Program Sponsor

Name of sponsoring organization, organization address (mailing, business, billing), EIN, Data Universal Numbering System (D-U-N-S) number, financial support

- Detailed Educational and Financial Information

Enrollment or participation, programs of study, transfers, and detailed education and financial information provided from schools and sponsors