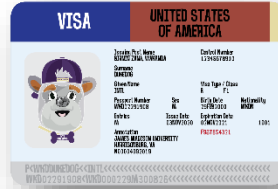# SEVIS Registration Report

*FOR NEW INTERNATIONAL STUDENTS*

1. Take clear cell phone **pictures** of your

   (1) **passport**          (2) **F-1 visa**          (3) **most recent entry stamp** or **I-94**

   *If you're going to complete SEVIS Registration on your computer, email yourself the photos you just took!*

   *See next page for instructions on how to get your I-94.*

2. Start here: **jmu-isss.terradotta.com**

3. Log-in with your **JMU credentials** and go through the **DUO authentication**
   - You will receive a push notification to your phone

   Approve

4. Once logged in, click on the **3 Control Center** tab (on the right side)

5. In the section *What can we help you with?*, find and click on **SEVIS Registration Report** in the list of icons – *look for the star icon at the bottom!*

   SEVIS Registration Report - Initial

6. Read the instructions

7. Complete the **Questionnaires**
   - *What term is this for?* Select "Spring"
   - *What year is this for?* Select "2023"
   - *When did you enter the US?* Check your entry stamp!
   - *What is your passport expiration date?* Check your passport!

8. Check the box to digitally sign the **Information Verification** ☑

9. **Upload** the pictures of your **passport**, **F-1 visa**, and **most recent entry stamp** or **I-94**

10. Click [✓ Submit]

*You're done!* ISSS will email you if there are any problems with your SEVIS Registration.

Contact ISSS if you have any questions – isss@jmu.edu or 540-568-5209

**If you don't have a US Entry Stamp in your passport, you will need to get your I-94 Record and upload it into your SEVIS Registration Report.**

1. Start here: https://i94.cbp.dhs.gov

2. Click **GET MOST RECENT I-94** then click **I ACKNOWLEDGE AND AGREE**

3. Type in your information as found on your passport and click Next



4. Take a **screenshot** of your I-94 Record.
   It should look like this: