



**Graphical User Interface**

# **Create Customer Account**

## **(Introduction and New to SEVIS)**

May 2009

This is a draft design and likely to be modified prior to implementation of SEVIS II



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## Identify Yourself

SEVIS Data will migrate from the data from the current system to the new system on <migration date>. Please make changes or updates to the existing data in the current version of SEVIS or contact your school or sponsor official to make those changes.

How do you describe your role?

- ▶ [Current or former Student, Exchange Visitor, or Dependent »](#)
- ▶ [Current or former School or Sponsor Official »](#)
- ▶ [New to SEVIS »](#)



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### Create Customer Account

#### Biographical Information

Items marked with an asterisk (\*) are required.

##### Current Name

Title  ?

Last Name \*  ?

First Name  ?

Middle Name  ?

Suffix  ?

Full Name \*  
(as you write it)

##### General Information

Gender \*

Date of Birth  
Month \*  Day \*  Year \*

Country of Birth \*

City or Village of Birth \*

State or Province of Birth

##### Other Name Used

If you have used other names on official documents, please add one here. You will have an opportunity to add others if you need to do so.

Name Type

Last Name  ?

First Name  ?

Middle Name  ?

Suffix  ?

From Date  MM/DD/YYYY

To Date  MM/DD/YYYY

Presently Used

Continue »

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#### Customer Account Progress

Biographical Information

E-mail Addresses

Citizenship and Passports

Permanent Residences

Mailing Address

Physical Address

Non-US Mailing Address

Customer Account

✓ = Completed



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### Create Customer Account

#### Biographical Information

Items marked with an asterisk (\*) are required.

##### Current Name

Title  ?

Last Name \*  ?

First Name  ?

Middle Name  ?

Suffix  ?

Full Name \*  
(as you write it)

##### General Information

Gender \*

Date of Birth

Month \*  Day \*  Year \*

Country of Birth \*

City or Village of Birth \*

State or Province of Birth

##### Other Names Used

Name	From	To	Type	Edit	Remove
Schmidt, Inga V	12/12/1970	12/12/2000	Maiden Name	Edit	Remove

Add

Continue »

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### Customer Account Progress

Biographical Information

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Physical Address

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Customer Account

✓ = Completed



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### Other Name Used

Enter a name you have used and indicate the applicable date range and the type of name.

Items marked with an asterisk (\*) are required.

Name Type*	<input type="text"/>	
Last Name*	<input type="text"/>	
First Name	<input type="text"/>	
Middle Name	<input type="text"/>	
Suffix	<input type="text"/>	
From Date*	<input type="text"/>	MM/DD/YYYY
To Date*	<input type="text"/>	MM/DD/YYYY

Presently Used



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### Create Customer Account

#### E-mail Address

Items marked with an asterisk (\*) are required.

E-mail Address\*

Confirm E-Mail Address\*

Primary E-mail Address\*

Continue »

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### Customer Account Progress

✓ Biographical Information

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Citizenship and Passports

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Customer Account

✓ = Completed



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### Create Customer Account

#### E-Mail Addresses

E-mail Address	Primary	Edit	Delete
JoeDoe@gmail.com	Yes	Edit	Delete

Add

Continue »

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✓ Biographical Information

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Citizenship and Passports

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Mailing Address

Physical Address

Non-US Mailing Address

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### E-mail Address

Enter your e-mail address twice to confirm it.

Items marked with an asterisk (\*) are required.

E-mail Address \*

Confirm E-Mail Address \*

Primary E-mail Address

OK

Cancel





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### Create Customer Account

#### Citizenship and Passport

All items marked with an asterisk (\*) are required |

Country of Citizenship \*

 ?

National Identity Number (if applicable)

 ?

Passport Number

 ?

Passport Issuing Country

Continue »

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#### Customer Account Progress

- ✓ Biographical Information
- ✓ E-mail Addresses

#### Citizenship and Passports

Permanent Residences

Mailing Address

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Customer Account

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### Create Customer Account

#### Citizenship and Passports

Citizenship	National Identity Number	Passport Number	Passport Issuing Country	Edit	Delete
				Edit	Delete
				Edit	Delete

Add

Continue »

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### Customer Account Progress

- ✓ Biographical Information
- ✓ E-mail Addresses

Citizenship and Passports

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Customer Account

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### Citizenship and Passport Information

Items marked with an asterisk (\*) are required.

Country of Citizenship *	<input type="text" value="Select One"/> ?
National Identity Number (if applicable)	<input type="text"/> ?
Passport Number	<input type="text"/> ?
Passport Issuing Country	<input type="text" value="Select One"/>



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### Create Customer Account

#### Permanent Residence

Items marked with an asterisk (\*) are required

Country of Permanent Residence\*

 ?

Alien Number (if applicable)

 ?

Continue »

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- ✓ Biographical Information
- ✓ E-mail Addresses
- ✓ Citizenship and Passports
- Permanent Residences
- Mailing Address
- Physical Address
- Non-US Mailing Address
- Customer Account

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### Create Customer Account

#### Permanent Residences

Country	Alien Number	Edit	Delete
		Edit	Delete
		Edit	Delete

Add

Continue »

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### Permanent Residence

Items marked with an asterisk (\*) are required

Country of Permanent Residence \*

 ?

Alien Number (if applicable)

 ?

OK

Cancel



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### Create Customer Account

#### United States Mailing Address (if you have one)

Items marked with an asterisk (\*) are required.

Please enter the address information that pertains to you. If you do not have a U.S. mailing and residential address, then a foreign address is required.

Enter complete United States addresses with at least Address Line 1 and the five-digit ZIP Code or Address Line 1 and the City and State.

I do have a United States mailing address.

This is my current mailing address.

Address Line 1\*  ?

Address Line 2  ?

ZIP Code\*  ?

City  ?

State

Continue »

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### Customer Account Progress

- Biographical Information
- E-mail Addresses
- Citizenship and Passports
- Permanent Residences
- Mailing Address**
- Physical Address
- Non-US Mailing Address
- Customer Account

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### Create Customer Account

#### United States Physical Address (if you have one)

Please enter the address information that pertains to you. If you do not have a U.S. mailing and residential address, then a foreign address is required.

Enter complete United States addresses with at least Address Line 1 and the five-digit ZIP Code or Address Line 1 and the City and State.

Same as Mailing Address

Address Line 1\*  ?

Address Line 2  ?

ZIP Code\*  ?

City  ?

State

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- ✓ Citizenship and Passports
- ✓ Permanent Residences
- ✓ Mailing Address

Physical Address

Non-US Mailing Address

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### Create Customer Account

#### Non-US Mailing Address

Items marked with an asterisk (\*) are required.

Please enter the address information that pertains to you. If you do not have a U.S. mailing and residential address, then a foreign address is required.

Enter your complete mailing address outside of the United States.

Current Mailing Address

Address Line 1\*  ?

Address Line 2  ?

City, Town, or Locality  ?

State, Province, or Country Subdivision  ?

Postal Code

Country

Continue »

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### Customer Account Progress

- ✓ Biographical Information
- ✓ E-mail Addresses
- ✓ Citizenship and Passports
- ✓ Permanent Residences
- ✓ Mailing Address
- ✓ Physical Address

#### Non-US Mailing Address

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### Create Customer Account

#### Your Customer Account

Items marked with an asterisk (\*) are required.

User Name \*  ?

Password \*  ?

Confirm Password \*  ?

Signature Personal Identification Number (PIN) \*  ?

Confirm Signature PIN \*  ?

For security reasons, we need you to enter three security questions and answers that will be difficult for others to answer, but are easy for you to remember. We will use them to help you recover your password, should you forget it. Please click on a help button to see examples of secret questions and answers.

Secret Question 1 \*  ?

Answer \*  ?

Secret Question 2 \*  ?

Answer \*  ?

Secret Question 3 \*  ?

Answer \*  ?

I acknowledge that I have reviewed the information I have entered in all sections of my customer account application and that this information is complete and correct to the best of my knowledge.

Submit

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## Create Customer Account

### Confirmation

You will receive an e-mail with validation instructions at your primary e-mail address. You will not be able to use SEVIS until you validate your e-mail address. You must complete your e-mail validation within 5 days. If you do not receive an e-mail you can login to SEVIS with your new account and enter another e-mail address.

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