Abbreviations for School Officials:

INS program (F/M) designated school officials:

**PDSO:** Principle Designated School Official. One of the DSOs is the PDSO and is able to change the I-17.

**DSO:** Designated School Official. The proposed F regulations provide for 5 DSOs per campus, regardless of school size. Only DSOs may transmit data to INS and sign I-20s.

**ADSO:** Assistant Designated School Official. Proposed F regulations allow for up to 5 ADSO’s per campus. ADSO may enter data into SEVIS but cannot transmit data to SEVIS or sign an I-20 printing.

Exchange Visitor program (J) designated school officials:

**RO:** Responsible Official. The RO has similar duties to DSO for the J visa program and can sign the DS-2019. Acts as the primary official for the Exchange Visitor Program.

**ARO:** Alternate Responsible Official. The ARO has similar duties to DSO for the J visa program and can sign the DS-2019. However only the RO may make program changes with the Department of State, assign new ARO’s, etc..

It is our understanding that the Exchange Visitor Program may emulate the INS structure when the new regulations are published.

**OTHER TERMINOLOGY :**

**CIPRIS:** Coordinated Interagency Program Regulating International Students. CIPRIS was a pilot program in the Southeast that preceded SEVIS.

**CPT:** Curricular Practical Training. CPT allows international students to be involved in internship programs and training related to their studies for a limited period in lieu of taking a full-time class load.

**DOS:** Department of State. J visa program is currently administered through DOS. DOS is also responsible for all consulates and embassies (who actually issue the visas).
**DS-2019:** Form DS-2019 is issued to exchange visitors by approved institutions (manually now and through SEVIS in the future). The exchange visitor takes the DS-2019 to an embassy or consulate in order to obtain a visa.

**ERP:** Enterprise Resource Planning. Vendors of ERP systems in higher education usually offer Human Resource, Student Information and Financial Systems that are tightly integrated.

**EV:** Exchange Visitor. Those who enter on a J visa are called exchange visitors. These include visiting scholars, short-term researchers or lecturers, and those who attend short-term exchanges through programs such as Fulbright.

**INS:** Immigration and Naturalization Service. INS is currently a division of the Department of Justice. INS is responsible for SEVIS implementation, F visa programs, and all customs and port of entry personnel.

**ISEAS:** Interim Student and Exchange Authentication System. ISEAS is a web-based system initiated by DOS on 9/11/02 and is used by embassies, consulates, and institutions. Until SEVIS is fully operational, institutions must report in ISEAS all student and exchange visitors who have been admitted and issued and I-20 or DS-2019 in order for them to receive visas.

**I-17:** Form I-17 must be submitted on-line in SEVIS in order for institutions to be certified to use SEVIS and define who will be the school’s DSOs and ADSOs. The PDSO must submit the I-17. Form I-17 must be submitted by November 15, 2002 in order to assure access to SEVIS by the compliance deadline of January 30, 2003.

**I-20:** Form I-20 is issued to admitted students by approved institutions (manually or through SEVIS). The student takes the I-20 to an embassy or consulate in order to obtain a visa.

**OPT:** Optional Practical Training. Students who have completed their program may extend their stay in the U.S. for up to one year through OPT. OPT involves working in an area close to their field with approval of their school DSO.

**POE:** Port of Entry

**RTI:** Real-time Interface. This is the on-line version of SEVIS. Only ADSO and DSO may access this system.

**SEVIS:** Student and Exchange Visitor Information System.

**SEVP:** Student and Exchange Visitor Program

**SSN:** Social Security Number

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