



STEM OPT Extension Request

Name _____ Date _____

Email _____ Warrior ID# _____

Employment Authorization Card Dates: _____

CHECKLIST FOR OPT STEM EXTENSION APPLICATION

- Complete [Form I-983 Training Plan](#) with your Employer, submit copy to IPO.
- Complete this form and submit to the IPO office.
- [Pay \\$50 Request Processing fee](#)
- Gather and complete the following forms
 - I-765 Application for Employment Authorization. With Employers E-Verify Company ID number
 - G-1145 E-Notification Application (optional)
 - Copy of newest I-20 with OPT STEM Extension recommendation, endorsed by DSO within the last 60 days
 - Copy of your transcript with STEM degree. May be official or unofficial.
 - Check or Money Order for \$410 made out to Department of Homeland Security OR Form G-1450 (authorizing USCIS to charge your credit/debit card).
 - 2 passport-sized photos (front facing, white background)
 - Copy of your most recent [Form I-94](#).
 - Copy of your current EAD card (front and back)
- Mail all documents in a sealed envelope to USCIS lockbox (address provided by IPO). Your EAD will automatically extend for up to 180 days while the 24 month STEM extension application is pending.



TO BE FILLED OUT BY THE STUDENT

Statement of Purpose: Why are you applying for STEM OPT? Please briefly explain your goals for STEM OPT extension.

Please describe your current position and how you develop your knowledge and skills related to your STEM major during the period of the STEM OPT Extension?

You will receive a new I-20 with a work authorization request on page 2. After you sign your new I-20, make a copy, and mail your OPT application.

Name (Printed)_____

Signature_____ Date_____

Office Use Only

- Student is eligible
- SEVIS
 - OPT STEM Extension Authorized
 - I-20 issued
- Documents scanned
- Student notified



STEM OPTIONAL PRACTICAL TRAINING STATEMENT OF UNDERSTANDING

I understand and agree to the following:

1. Employment on OPT must be directly related to the major area of study. Employment must be 20 or more hours per week per employer.
2. The U.S. government still considers you a student while you are working on OPT. You are a student authorized for practical training, not for a “work visa.”
3. Students are allowed an additional 60 days of unemployment during the OPT STEM Extension period. This is in addition to the 90 days allowed during the initial post-completion OPT period. If you reach more than 150 days of accrued unemployment, you are out of status and must leave the country immediately.
4. Students **must** report the following to the LCSC International Programs Office OR the SEVP Portal within 10 days of any change during the duration of OPT:
 - a. Change in home or mailing address, or phone number
 - b. Employer information, including employer name, address, start date, termination date, supervisor name, and contact information
5. Students must report the following to the LCSC International Programs Office within 10 days of any change during the duration of OPT:
 - a. Change of name
 - b. Changes to immigration status
 - c. Permanent departure from the U.S.
 - d. Transfer to a new academic program in the U.S.
6. You must validate your OPT employment information every six months of OPT even if there is no change in employment.
7. Travel outside of the U.S. while your OPT application is pending is not recommended. If you do it, make sure that the mailing address you wrote on your I-765 is a valid U.S. address and that a trustworthy person there can send you your EAD if it arrives. If your EAD arrives while you are travelling, you cannot reenter the U.S. without the card.
8. If you travel outside the U.S. while on OPT, be sure to have the following items with you upon reentry:
 - a. Valid passport and F-1 visa
 - b. I-20 signed for travel within the past six months
 - c. EAD card



- d. Letter from current employer stating that you will return to the U.S. to resume employment on your OPT. If you don't have a job, show proof that you are looking for work –job applications, email correspondence with potential employers, etc.
- 9. It is strongly recommended that you purchase health insurance while you are on OPT. Some employers provide health insurance for their employees, and some insurance companies have insurance plans specifically for F-1 students on OPT.

Signature _____ Date _____