17 Month STEM Extension: Optional Practical Training
New I-20 Application

Biographical Data		
Family Name:	First and Middle Name	Birth Date:
SU Student ID:		Gender: ☐ Male ☐ Female
U.S. Street Address:		
City:	State:	Zip:	Phone #:
Email #1:	Email #2:	
Country of Citizenship:	Passport Expiration:	Visa Expiration:
Major:	Degree Level Completed:	Date Completed:
Current OPT Start Date:	Current OPT End Date:	

Employment Information:
Name of Company as Listed in E-Verify System:
Company Address: _____
(No PO Boxes- _____
Physical Location   City: _____   State:_____   Zip Code: _____
Of Employment)

Additional Information:
I-20 Pick-Up: ☐ I will pick-up the I-20 myself
☐ Please mail the I-20 to my current address listed above.
(Please note, we will mail by regular USPS unless you want to pay for Express mail)
☐ Someone will pick up the I-20 for me. Name of Person: _____
Submit this form to WORLD and a new I-20 will be created with your OPT recommendation. Normal processing time is 7-10 business days.

I have fully completed the above information and understand the regulations regarding this process:
If I have any questions, I will consult with WORLD staff.

Signature	Date:

17 Month STEM Extension Optional Practical Training

Optional practical training is authorization for employment in the U.S.A. issued by the U.S. Citizen and Immigration Services (USCIS) for temporary work directly related to your major area of study. You will receive a total of 12-months of optional practical training for each higher degree. Additionally, you may be eligible to apply one time for another 17 months of OPT if you and your employer meet the requirements.

ELIGIBILITY
- You have graduated with a Bachelor's, Master's or PhD in a STEM field. These are identified by CIP code. For a complete approved list please go to www.ice.gov/sevis/stemlist.htm
- Application must be submitted during the period of your current OPT.
- You have not applied for the 17 month extension previously.
- Your employer is registered in the E-Verify Program.

MAINTENANCE OF STATUS
What requirements must I fulfill while on the 17-month extension?
Students pursuing STEM extension OPT must report to their DSO (by emailing internationaladvising@unt.edu), within 10 days, loss of employment or change to any of the following:
- The student's legal name
- The student's residential or mailing address
- The student's email address
- Employer name
- Employer address

Additionally, these students must send a validation report to their DSO every six months starting from the date the STEM extension OPT starts and ending when the student's F-1 status ends or the STEM extension OPT ends, whichever is first. The validation report must include the student's:
- Full legal name
- SEVIS identification number (if requested by the school)
- Current mailing and residential address
- Name and address of the current employer
- Employment start date for the current employer

Am I allowed any time of unemployment?
Students who receive a 17-month STEM OPT extension are given an additional 30 days of unemployment for a total of 120 days over their entire 29 month post-completion OPT
period.

What types of employment are allowed for students during an OPT STEM extension?
Students granted an OPT STEM extension must work at least 20 hours per week for an E-Verify-enrolled employer in a position directly related to the student's STEM degree. STEM students may work multiple jobs related to their STEM degree, but all the employers must be enrolled in E-Verify.

E-VERIFY
If an F-1 OPT STEM student currently works for two employers and wishes to apply for the 17-month extension, would both employers have to be enrolled in E-Verify?
Yes, if a student wishes to continue with both employers, each employer would need to be enrolled in E-Verify. Additionally, each job must be directly related to the student's STEM
degree.

What if my company is enrolled in E-Verify at some locations, but the hiring site where the student will be employed is not enrolled – is this sufficient?
If the hiring site where the student will be employed has not been identified in the MOU that the company signed during enrollment, that hiring site is not considered to be enrolled in E-Verify and therefore cannot employ an F-1 OPT STEM student under a 17-month extension.

Employers seeking to employ an F-1 OPT student under a 17-month extension may enroll in E-Verify in one of two ways: register the hiring site individually by signing its own MOU or registering the intended job location as an additional hiring site under the employer's existing MOU.

World: International Learning
386.822.8165 (Office) – 386.822.8167 (Fax) – 635 Bert Fish Drive – **www.stetson.edu/other/world**

17 Month STEM Extension Optional Practical Training, cont.

Job Offer
Must I have a job to apply for OPT?
Employment is required to apply for the 17 month STEM extension.

WHEN TO APPLY FOR THE STEM EXTENSION
How early can I apply?
You can apply to USCIS up to 120 days before your current OPT expires.

How late can I apply for OPT?
USCIS must receive and receipt the application by the last day as listed on your current EAD. If this is the case, you may continue employment while the application is pending up to 180 days. Processing time at USCIS varies, and is usually about 3 months.

TRAVEL OUTSIDE THE U.S.A.
If you have completed your course of study, you must have your practical training authorization, EAD card, before temporarily leaving the U.S.A. Upon re-entering you must present to the border officials the EAD card *and* a valid I-20 endorsed for travel. That signature is valid for multiple entries, and is valid for 6 months.

If I travel while on OPT, can I come back to the U.S.?
The regulations state that you can reenter the U.S. "to resume employment". Please carry with you proof of employment.

How long can I stay home on my visit and still come back to my OPT?
Technically, if you are outside the U.S. for 5 months on an F-1, you end your status. However, if you stay a long time, you will have a hard time convincing the port of entry official that you are returning "to resume employment". Please use good judgment.

My visa has expired, and I really want to go home for a visit. Can I get a new visa while I am on OPT?
Technically, this is possible. However, it is very difficult. It may be a good idea for you to plan travel at a different time. Please see an advisor to discuss your situation and options, and to assess your priorities.

EMPLOYER INFORMATION
Does my employer have any requirements?
The employer is required to notify the school within 48 hours of termination or departure of employment or if the student has not reported for work for an unauthorized period of 5 days, whichever is earlier.

What documentation can I show my employer that I am eligible to while my STEM extension is pending?
The expired Form I-766 EAD (issued under category (C)(3)(C)), the USCIS receipt notice showing a timely filing of the STEM extension application (Form I-797, Notice of Action), combined with an I-20 updated to show that the DSO recommended the STEM extension for a work authorization period beginning on the date after the expiration of the EAD is the equivalent of an unexpired Employment Authorization Document under List A, #4 of the Form I-9. This combination of documents satisfies the Form I-9 requirements for 180 days (or less if the application is denied beforehand). If the 17-month STEM extension is approved, the student should receive a new Form I-766 EAD reflecting the 17-month STEM extension within the 180-day period.

HOW TO APPLY FOR 17 MONTH STEM OPT

CRITERIA: (You must meet all criteria to be eligible to apply for STEM OPT)

☐ You have graduated with a Bachelor's, Master's or PhD in a STEM field. These are identified by CIP code. For a complete approved list please go to www.ice.gov/sevis/stemlist.htm

☐ Application must be submitted to USCIS during the period of your current OPT.

☐ You have not applied for the 17 month extension previously.

☐ Your employer is registered in the E-Verify Program.

STEP 1: WORLD Procedures

☐ Submit to WORLD the Optional Practical Training application for a new I-20.

☐ WORLD will review your application and prepare a recommendation (New I-20) to USCIS. This may take up to 10 working days.

STEP 2: Prepare your Application for USCIS

Assemble your documents in this order:

☐ $380 check or money order payable to *Department of Homeland Security.*

☐ Two (2) color passport style photos

  o Guidelines: Color photos with a **white background** taken no earlier than 30 days before submission to the USCIS. They should be unmounted; glossy and unretouched. The photos should be a full frontal pose, such as a passport

  photo. Your head should be bare unless you are wearing a headdress as required by a religious order to which you belong. A photographer familiar with "passport photos" can help you. For additional information see the Guide Sheet and the Department of State website for details.

  o Lightly print your name and your I-94 number, if known, on the back of each photo with a pencil. We recommend you place both photos in a small plastic bag or envelope so they don't get lost in the rest of application.

☐ Completed Form I-765 form (Print this online at http://www.uscis.gov to ensure you have the latest version)

  o Respond to Q. #16 by writing (**c**)(**3**)(**C**) within the parentheses.

  o Fully complete Question #17.

  o You can use either your personal address or our office address on the form. If you would like to use our address for the application, you may list this address on your I-765:

    ☐ 421 North Woodland Blvd. Unit #8412 (WORLD), DeLand, FL 32723

☐ Photocopy of pages 1 and 3 of the I-20 showing the OPT recommendation.

  o Make sure to sign the I-20 (#11) before you make a copy

  o I-20 must be issued within the last 30 days.

☐ Photocopy of both sides of your I-94 card.

☐ Photocopy of your passport identity, expiry and visa pages.

☐ Photocopy of Previous EAD Cards

☐ Copy of your Diploma

☐ G-1145. This form will allow the Lockbox facility to send you an email or text message when they receive your application. You do not have to send it. You can download the form at http://www.uscis.gov.

STEP 3: Mail your Application to USCIS

☐ Make a copy of the entire packet for your records

☐ There are different mailing addresses based upon the address you list on the I-765. Review the I-765 instructions found online at http://www.uscis.gov to ensure the proper mailing address.

If the address you list on the I-765 is in Orlando, mail to the address below:

  USCIS
  6680 Corporate Centre Boulevard
  Orlando, FL 32822.

USCIS will send a receipt several weeks after they receive it. The estimated time for approval at USCIS is 90 days, although this varies.