

OPT Request Form

International Services

STEP 1: To request an OPT I-20, you must submit this form and OPT Reporting Requirements Form completed and signed by you and your Academic Advisor (original signature required) to International Services to intlservices@webster.edu (Subject Line: New OPT Request , Last name, First name, Webster ID)

How do you want to receive your new OPT I-20 " (Your new I-20 will be ready in 5-7 business days):

By mailing to my current home address

Picking up from the Welcome Center room 130 (First floor of Webster Hall).

(You will be notified via email once the I-20 is ready.)

Family Name : H E V W H U ,'	Given Name:
& X U U H Q W Q R Q : H E V W H U H P D L O	Date of current I-20 expiration
Current home address D S S D U W P H Q W	Telephone:
Have you been authorized for OPT in the past? <input type="checkbox"/> No <input type="checkbox"/> Yes - From _____ To: _____	
If you have been authorized for OPT in the past, on which degree level was it based? <input type="checkbox"/> B.S. <input type="checkbox"/> M.A. <input type="checkbox"/> M.F.A. <input type="checkbox"/> M.Ed. <input type="checkbox"/> M.B.A. <input type="checkbox"/> DMGT.	

When do you expect to graduate?

Semester: Year:

Are you currently employed on campus?

OPT REPORTING REQUIREMENTS FORM

I understand that it is my responsibility to make sure USCIS receives all application materials within 30 days of the new OPT I-20 being issued. I am aware that the dates on the I-755, photos, and I-20 must also be less than 30 days old.

I understand that my OPT application must be received by the USCIS no earlier than 90 days before program completion and no later than 60-days after my date of completion.

) V W X S H O V S R Q M P S O H W L R Q 2 S Training On Site Report Z E W K F D e f o r m a t i o n V information;

- Current home address in the United States
- (P S O R \ H U . V , Q I R U P D W L R Q

This information must be updated (and anytime a change occurs) via:

< R X U S H O V S R Q M P S O H W L R Q 2 S Training On Site Report Z E W K F D e f o r m a t i o n V

- Students have 90 days from the start date on the Employment Authorization Document (EAD) to find H P S O R \ P H Q W L Q W K H L U I L H O G D Q G U H S R U W H P S O R \ H U . V L Q Form
- More than 90 days of unemployment on OPT is considered to be a violation of F1 status. This is a total number over the course of your entire OPT time.
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STEP 2:

After you will receive the new OPT I-20 you must do the following immediately after receiving this package:

- x Sign and date the I-20 and make copy of page 1 and 2. Keep original for yourself. This is your new I-20 from now on. Submit the copy with your OPT application.
- x Do not staple documents, use paper clips to keep documents together

You must mail your completed application packet with TRACKING to USCIS after your OPT I-20 has been issued

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D Q, G P X V D E R H W K D Q G D R O G

STEP 3:

OPT Application Instructions & Frequently Asked Questions

When should I apply?

Apply early! It takes about three to five months to receive your EAD from the USCIS. Seats are not available.

