

F-1 Post-Completion Optional Practical Training

INTERNATIONAL STUDENT AND SCHOLAR SERVICES

5209 UNIVERSITY OF OREGON, EUGENE OR 97403-5209

TEL: (541) 346-3206 | EMAIL: INTL@UOREGON.EDU



IMPORTANT NOTES

- ▶ Post-completion OPT extends your F-1 status for 12 months for purposes of practical training in the U.S. related to your major.
- ▶ An F-1 student must have been "lawfully enrolled on a full-time basis in a Service-approved college, university, conservatory, or seminary for one full academic year" to be eligible for CPT or OPT.
- ▶ If you file an application online, do not mail a paper application to USCIS.
- ▶ USCIS will deny the OPT application if:
(1) you filed outside of the timeframe (refer to page 6 of this document), **OR**
(2) you didn't upload the correct I-20 to the application



OPT APPLICATION 5 STEPS

Step 1

- Attend OPT Workshop

Step 2

- Submit the "OPT I-20 Request Form" at iconnect.uoregon.edu
- Undergrad only: You must "apply for degree" before you submit the above mentioned form

Step 3

- OPT document review with ISSS, to receive an OPT I-20

Step 4

- File Application Online within the timeframe (within 30 days after you receive the OPT I-20, and no later than 60 days after your program end date)

Step 5

- Wait for OPT to be Approved



5 STEPS: WHAT TO EXPECT

- ▶ 1. Attend OPT workshop: Zoom workshop schedule can be found at [Optional Practical Training \(OPT\) | International Student and Scholar Services \(uoregon.edu\)](#)
- ▶ 2. OPT Request Form for ISSS: Submit the "OPT I-20 Request e-form" at [iconnect.uoregon.edu](#) (under F1 Practical Training), and make sure to use the correct email address of your academic/faculty advisor or graduate coordinator in the eform.
** For Undergraduate students only: You must [apply for degree](#) first, before you submit the above mentioned eform.*
- ▶ 3. OPT document review with ISSS, to receive an OPT I-20: An ISSS advisor will approve your eform, and ask you to schedule a document review with ISSS. This can be done either in-person or via zoom. **You will be provided with your OPT I-20 after your document review to file along with your I-765.**
- ▶ 4. File application online: Make sure you file the application within the timeframe (see below) and receive your I-797 receipt notice immediately. Save a copy of your receipt notice and forward that to ISSS.
- ▶ 5. Wait for OPT to be approved: Currently the USCIS processing time for OPT approvals is 10-14 weeks, or even longer. There is an option of [Premium Processing](#) to request expedited processing for a fee. Contact ISSS if your EAD card is lost in mail or returned to USCIS.



CHECKLIST FOR OPT APPLICATION

❑ OPT I-20 Request eform

Find the eform from iconnect.uoregon.edu, under "F-1 Practical Training."

❑ Digital passport-sized photo (not more than 30 days old)

- ❖ U.S. Department of State [Photo Requirements \(state.gov\)](https://photos.state.gov)
- ❖ 2x2 inches (51 x 51 mm) in size, resolution of 300 pixels per inch (12 pixels per millimeter), no more than 6MB
- ❖ Passport photos can be taken at EMU **TICKET** office (*not the card office*) or nearby stores

❑ Application Fee (US \$470.00)

- ❖ Payment made directly online with ACH, debit, or credit card.

❑ I-765: [Application for Employment Authorization | USCIS](#)

- ❖ Create an account and log in to start application

❑ Copy of OPT I-20 (provided by ISSS advisor after your OPT document review. DSO signature on this I-20 is only valid for 30 days.)

❑ Copy of valid passport ID page (if you used an expired passport for your last entry to the U.S., prepare that copy as well)

❑ I-94 admission record: [I94 - Official Website \(dhs.gov\)](https://www.dhs.gov/i-94)

❑ Copy of most recent entry stamp in passport, if available

❑ Copies of any previously-issued I-20s for CPT, OPT, or different SEVIS ID

❑ Copy of any previously-issued Employment Authorization Document (EAD) card

X NOT needed: *a copy of your US Visa*

➤ Save a copy/PDF file of your complete OPT application before you submit.



OPT APPLICATION TIME FRAME

- ▶ USCIS must receive your OPT application during this window:
 - ❖ Earliest to apply: 90 days prior to the last day of your final term. We recommend filing 89 days prior to last day to ensure your application will not be rejected by USCIS.
 - ❖ Latest to apply: 60 days after the last day of your final term.
 - ❖ **DSO signature on OPT I-20: only valid for 30 days once printed and signed.** USCIS will deny your application if DSO signature is more than 30 days old.
- ▶ You can only apply for OPT while in the U.S.
- ▶ It takes 10 to 14 weeks or more for USCIS to process your OPT Application.
- ▶ Keep your USCIS account/password safe and log back in to check status.



OPT START DATE

- ▶ Preferred OPT start date will be asked when filing I-765.
- ▶ It can be a date between **1 to 60 days after the last day of your final term.**
- ▶ **ACTUAL OPT start date will be printed on your EAD card.** It may not be your preferred OPT start date!
- ▶ Your work authorization starts effective after:
 - ✓ (1) you received your EAD card; **AND**
 - ✓ (2) the OPT start date printed on EAD has reached.



OPT END DATE

- ▶ OPT end date will be 12 months from your OPT start date as printed on your EAD card. This period between OPT start date and OPT end date is your work authorization period.
- ▶ You will have a 60-day grace period after the OPT end date to leave the U.S., unless you apply for any of below:
 - ❖ STEM OPT extension, if applicable;
 - ❖ Change of education level at the UO, if admitted to a new program;
 - ❖ Transfer to another institution, if admitted;
 - ❖ Change of immigration status.



EAD CARD

- ▶ Once you receive your Employment Authorization Document (EAD) card, check your card for accuracy.
- ▶ Make a copy of card for your personal records.
- ▶ Keep the card safe.
 - ❖ Replacing the card requires another application and fee.



Premium Processing I-907

- ▶ [Premium processing](#) is an expedited adjudication service now available to petitioners filing a Form I-765, for Pre-Completion OPT, Post-Completion OPT, and OPT STEM Extension. It can be added to a pending I-765 application.
- ▶ Premium processing provides expedited processing for a fee. The cost is \$1,685. Currently, USCIS guarantees that they will take some adjudicative action on the case within 30 days from the time USCIS receives the Form I-907 and payment for premium processing.
- ▶ The following link will take you to the form I-907 for premium processing. Have your receipt number for OPT application ready, which can be found in the “Receipt Notice” you receive from USCIS, and under your myUSCIS account-“my cases.”
- ▶ [Request for Premium Processing Service | USCIS](#)

90-DAY UNEMPLOYMENT RULE

- ▶ Your work authorization begins on the OPT start date listed on the EAD card (not necessarily the preferred OPT start date you selected on I-765).
- ▶ You are allowed a maximum of 90 days of unemployment to find a job, internship, or other training activity. This 90-day unemployment allowance is an aggregate and does not have to be consecutive.
- ▶ It is your responsibility to keep track of your unemployment period. However, ISSS will also record your employment start and end dates when you submit the OPT update form.
- ▶ To stop the unemployment clock, report your OPT job information (see next section).



UPDATE EMPLOYMENT & OTHER INFORMATION DURING OPT

- ▶ You are required to report your first job/internship to ISSS within 90 days of your OPT start date. Include a copy of your EAD in the report.
- ▶ In addition, any change of job/internship or change of address/contact information must also be reported to ISSS within 10 days.

❖ [OPT Update Form | International Student and Scholar Services \(uoregon.edu\)](#)

**SEVP portal will send you notifications to update your OPT employment with them--you do not need to do that. Please make sure to submit your OPT update e-form with us so that we can update your employment status on SEVIS.*



INTERNATIONAL TRAVEL DURING OPT

▶ **Authority Cite** 8 CFR 214.2(f)(13)(ii)

*An F-1 student who has an **unexpired EAD** issued for post-completion practical training and who is otherwise admissible may return to the United States to resume employment after a period of **temporary absence**. The EAD must be used in combination with an I-20 ID endorsed for reentry by the DSO within the last six months.*

- ▶ Students approved for post-completion OPT continue to be in F-1 status. In general, F-1 students should travel with the following documents:
 - ❖ Passport valid at least six months into the future
 - ❖ Valid F-1 student visa (except for Canadian citizens)
 - ❖ OPT I-20 showing your OPT has been “approved” (reprint of I-20 required)
 - ❖ Travel signature on OPT I-20 **no older than 6 months**
 - ❖ **EAD card** (or I-797 Receipt Notice while waiting for OPT application to be processed)
 - ❖ Proof of employment (job offer letter, pay stub, etc.)

- ▶ Contact ISSS if you need an updated or replacement I-20 for travel.



INTERNATIONAL TRAVEL BEFORE OPT APPROVAL

- ▶ Once your OPT is approved and started, you must carry the EAD card for re-entry.
- ▶ If your OPT is approved and started when you are outside of the U.S., please make arrangements to have your EAD card mailed to you for re-entry to the U.S.
- ▶ Proof of employment is required for your re-entry to the U.S. during the OPT period, unless you are returning before your OPT start date. In this case, you must carry evidence of job search activities.



FAIL TO GRADUATE AS PLANNED

- ▶ If your application to graduate is denied, or pulled by you or the Registrar, you must contact ISSS immediately to discuss your options, which may include withdrawing your OPT application.
- ▶ Depending on your academic situation, you may be eligible for one term allowance to complete your degree and keep your OPT application pending.



CAREER RESOURCES

- ▶ UO Career Center: [Career Center | University of Oregon \(uoregon.edu\)](#)
- ▶ For graduate students: [Professional Development | Division of Graduate Studies \(uoregon.edu\)](#)
 - ❖ [Workshops & Opportunities at UO and Affiliate Programs | Division of Graduate Studies \(uoregon.edu\)](#)
 - ❖ Schedule 1 on 1 resume review appointment with Paolo Daniele, Director of Professional Development and Career Preparation, pdaniele@uoregon.edu
- ▶ GoinGlobal: Log in as UO student from [Job Search Websites | Career Center \(uoregon.edu\)](#) for free access.
 - ✓ Learn how to connect your career objectives with hiring opportunities by identifying key employers and industry contacts for informational interviews and professional networking.
 - ✓ Get a realistic understanding of work permit and visa requirements, financial considerations and other prime factors critical to career success in a new location.
 - ✓ Identify American employers seeking to hire international professionals for their U.S. operations through H-1B visa petitions - and learn how to connect this information to current job opportunities.

TAX RESOURCES

- ▶ You must file taxes to IRS (Internal Revenue Service) each year.
- ▶ ISSS and the university are NOT permitted to assist any student/scholar with any IRS tax form preparation or tax related questions.
- ▶ ISSS partners with Sprintax for tax filing support. Visit [Tax Filing Support | International Student and Scholar Services \(uoregon.edu\)](#) for details.
- ▶ Prepare the employment forms you need easily online with [Sprintax Forms](#).

QUESTIONS?



INTERNATIONAL STUDENT
AND SCHOLAR SERVICES



3RD FLOOR
OREGON HALL



EMAIL: INTL@UOREGON.EDU



TEL: (541) 346-3206

Please include your full name and UO ID number in any messages sent to ISSS.

Looking forward to hearing from you!