International Student Center
Optional Practical Training
Record Form
(OPT I-20 processing time 3-4 days)

Name: ________________________________  RED ID #: ________________________________

Telephone ___________________________  Email Address ________________________________

Major ________________________________  ☐ Bachelor’s  ☐ Master’s  ☐ Ph.D.  ☐ Cert.

Expected Semester of Completion/Graduation ______________________

Did you change your status to F-1 while in the U.S. (without re-entering)?  ☐ No  ☐ Yes

Have you been authorized for OPT before?  ☐ No  ☐ Yes  (provide a copy of the EAD card and I-20 issued)

Have you been authorized for CPT before?  ☐ No  ☐ Yes  (provide copies of all CPT I-20s)

Which type of OPT are you applying for?

☐ Pre Completion OPT

  ___ All degree requirements, except Thesis/Exams, are complete.
  ___ Part time during semester/summer

☐ Post Completion OPT

  ___ All degree requirements completed at the end of this semester.
  ___ All degree requirements, except Thesis, completed at the end of this semester.
  ___ All degree requirements, except Comp Exams, completed at the end of this semester.

I-20 Requested Employment Dates

Dates of OPT Authorization – choose a begin date and an end date:

Beginning Date: ___________________________  Ending Date: ___________________________

*Once these dates are chosen and your application mailed, you will not be able to change them

OPT Statement of Understanding

I certify that I have read and understand the OPT requirements listed on this form as well as the OPT supplementary information guide provided by the ISC. I also understand that my application cannot be sent to USCIS until I sign my new OPT I-20 and that my application MUST be received by USCIS within 30 days of I-20 issuance.

Signature ___________________________________________  Date ____________

SDSU International Student Center, Updated 4/10/2018
OPT Eligibility Information

Eligibility

Students must have been in F-1 status for a minimum of one academic year. Students become eligible for an additional 12 months of practical training when changing to a new degree program at a higher educational level.

Types of Optional Practical Training

<table>
<thead>
<tr>
<th>Pre-Completion OPT</th>
<th>Post-Completion OPT</th>
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<tbody>
<tr>
<td>- During the student's annual vacation, and at other times when school is not in session</td>
<td>- After graduation</td>
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<tr>
<td>- While school is in session provided that the training does not exceed twenty hours per week</td>
<td>- After completion of all course requirements for the degree, excluding thesis or equivalent</td>
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OPT Requirements

- The total Pre-OPT and Post-OPT shall not exceed a maximum of 12 months and cannot be renewed unless you are in a STEM degree, which allows you to apply for a 24-month extension through USCIS.
- Part-time Pre-Completion OPT, for 20 hours per week or less, shall be deducted from the one year of practical training students are eligible for at one-half the full-time rate.
- A student must complete practical training within a 14-month period following the completion of study.
- A job offer is not required to apply for Optional Practical Training. However, if applying for OPT before completion of the course of study, it is recommended that students have a job offer.

When to Apply

OPT must begin during 60 day grace period

Program Completion End Date

90 Days before Program End Date

Application Period

60 Days after Program End Date

OPT Must be completed within 14 months of Program Completion Date

OPT Application Workshop (Mandatory for all students applying for OPT)

Document Checklist - Bring the following items with you to the OPT Application Meeting:

- Copy of passport biographic page
- Copy of most recent visa in passport
- Printed copy of I-94
- All I-20's with CPT listed
- Payment to “U.S. Department of Homeland Security” for $410
- 2 U.S. passport style photos taken in the U.S. in the past month (write your name on back)

Additional I-765, G-1145, and Credit Card Forms will be provided at the OPT Application Meeting.