

F-1 STUDENT: STEM EXTENSION OPTIONAL PRACTICAL TRAINING (OPT) REQUEST FORM

DIRECTIONS: Please **carefully read** this form and select the appropriate boxes. Please scan this form and the I-983 Training Plan to istemopt@ucsd.edu. Allow 10 business days for your I-20 to be prepared.

I-20 DELIVERY OPTION (Choose one.)

- In-person pick-up** (or name of person who will pick up my document): _____
- Standard Mail:** Address: _____
- Express Mail** (<https://study.eshipglobal.com/>): **eShipGlobal Order #:** _____

SECTION 1: PERSONAL INFORMATION

Name: _____ **UCSD PID#:** _____
(Last Name, First Name)

Current Address: _____
(Street) (City) (State) (Zip Code)

E-mail Address: _____ **Telephone:** _____

Completion Date of UCSD Program: _____ **UCSD Major:** _____

Employment Authorization Dates (see EAD card): from _____ to _____
(month/day/year) (month/day/year)

SECTION 2: STEM EMPLOYER INFORMATION

Employer's Name: _____ **Employer E-Verify Number:** _____

Job Title or Position: _____

SECTION 3: REQUIRED DOCUMENTS

- I confirm that in the last month I have submitted the Employment Reporting Form with all current and past employer information. (<http://ispo.ucsd.edu/current-students/working-in-usa/f1-working/optional-practical-training/f-1-oerf.html>)
- Scan and email the following to istemopt@ucsd.edu:
- STEM Extension OPT Request Form (this form)
 - Training Plan Form I-983 (**Pages 1-4 ONLY**) (<https://www.ice.gov/sites/default/files/documents/Document/2016/I-983.pdf>)

24-month STEM Extension Application documents required to be mailed to USCIS must also include the following documents. (OPTIONAL: If you want ISPO to review these documents before sending them to USCIS, email documents to istemopt@ucsd.edu.)

- I-765 application form (available at www.uscis.gov)
- I-765 \$410 application fee ("OPT STEM Extension I-765" and SEVIS number written in memo)
- Copy of F-1 visa page or change of status to F-1 approval notice (Form I-797)
- Copy of valid EAD card (Form I-766)
- Copy of passport biographical page
- Copy of I-94 (front & back of Paper Version **or** Electronic Version)
- Copy of current I-20
- Copy of diploma
- 2 US-style passport photos (Name & SEVIS # lightly written on back)

REMINDERS:

- **24-month STEM Extension regulations require that you complete and submit an evaluation form (last page of the I-983 Training Plan) every 12 months, and that you submit an Employment Reporting Form every 6 months.**
- **If you change employers while on 24-month STEM Extension, you must email the following to istemopt@ucsd.edu:**
 1. Submit a new [I-983 Training Plan \(Pages 1-4 ONLY\)](#) for your new employer (must be E-Verified)
 2. Submit an evaluation form (last page of [I-983](#)) from your previous employer
 3. Submit an I-20 Request Form to request an I-20 with updated employer information (http://ispo.ucsd.edu/files/forms/I20_request.pdf)