

# OPT STEM EXTENSION I-20 REQUEST FORM

Haverford College International Student Support Office  
Stokes Hall, Room 111-B  
370 Lancaster Avenue, Haverford, PA 19041, U.S.A.

## Applicant Information:

First Name	<input type="text"/>	Middle Name	<input type="text"/>
Last Name	<input type="text"/>	Date of Birth (mm/dd/year)	<input type="text"/>
Email	<input type="text"/>	SEVIS ID No.	<input type="text"/>

I am applying for the STEM OPT Extension for the (choose one):  First time  Second time

## Select the type of OPT you will request:

Based on **current** STEM degree from Haverford College – majoring in

Post-completion OPT End date: \_\_\_\_\_

Based on a **previous** STEM degree by an accredited US school received in the last 10 years

Name of School: \_\_\_\_\_

Address of School: \_\_\_\_\_

School SEVP Code: \_\_\_\_\_

Name of Major and CIP Code: \_\_\_\_\_

Degree Level:  Bachelor's Degree  Master's Degree  Doctorate

Date Degree Awarded: \_\_\_\_\_

SEVIS Number at the school: \_\_\_\_\_

Visa Status at the time of Degree Award: \_\_\_\_\_

Post-Completion OPT End date: \_\_\_\_\_

## Employer Information:

Dates on EAD Card (mm/dd/year):  to

Employer / Company Name: \_\_\_\_\_

Employer Identification Number (EIN):

NOTE: This is not your company's E-Verify number. Contact your Human Resources Department if you do not know this number.

**Dates of Employment (all dates must be in mm/dd/year format)**

Start Date

End Date

Supervisor's Full Name: \_\_\_\_\_

Supervisor's Title: \_\_\_\_\_

Supervisor's Email Address: \_\_\_\_\_

Supervisor's Phone Number: \_\_\_\_\_

**Applicant Confirmation:** Please read through this information and put your handwritten initials next to each section to acknowledge that you have read, and understood the information and responsibilities noted below.

*Degree Verification:* \_\_\_\_\_

- Pursuant to 8CFR 274a. 12, I understand all employment while authorized for Optional Practical Training must be related to my major and degree.
- I verify that the employment reported above is related to my current or previous major and awarded degree.

*Application:* \_\_\_\_\_

- I may be eligible for up to two, separate STEM OPT extensions over the course of my academic career, upon completing two qualifying STEM degrees at different educational levels.
- I verify I am in the last 90 days of my Post-Completion OPT.

*Work Authorization:* \_\_\_\_\_

- My employment during the STEM OPT extension must be full-time (more than 20 hours per week), paid, and related to my STEM major. My employer is registered in the E-Verify system.

*Reporting:* \_\_\_\_\_

- I must notify the ISSO within 10 days through the OPT Reporting form if there are any changes in: my legal name, address, employer name, employer address, or loss or change in employment.
- I must report every six months while on STEM OPT to confirm my US address, employer name, and employer address, even if there have been no changes. I will submit the six-month OPT Validation Report Form.
- I understand that I must complete two self-evaluations during the course of my STEM OPT period. The self-evaluations are on page 6 and page 7 of the Form I-983. I must submit it at 12 months from my STEM EAD start date and a second one at 24 months of my STEM OPT period.
- I must submit a new Form I-983 if I begin a new practical training opportunity with a new employer or any time there is a change in the terms and conditions of the original Form I-983. I will submit the Change In Employer – STEM OPT form.

Unemployment: \_\_\_\_\_

- I understand that I cannot accrue more than a total of 150 days of unemployment during my granted period of OPT. This is cumulative to include the 12 month OPT and the 24-month STEM extension. (You can accrue up to 90 days of unemployment during Post-Completion OPT, and up to an additional 60 days of unemployment during the STEM extension.)

Other Responsibilities: \_\_\_\_\_

- I understand that I have a 60-day grace period following the end date on my EAD card to prepare for departure from the U.S., begin a new degree program, or file for a change of status.
- It is my responsibility to abide by the regulations governing the F-1 OPT STEM extension and to maintain F-1 status. I understand that failure to abide by the requirements will result in termination of my F-1 status and my ability to work and otherwise remain in the U.S.

**If you are unable to collect the new I-20 Form in person from the ISSO, please indicate how you would like for it to be mailed:**

U.S. Postal Service (non-express)  
(Paid for by ISSO)

Express (secured) mailing (FedEx, DHL,  
UPS) via eShipGlobal  
<https://study.eshipglobal.com/>  
(Paid for by alumni/alumnus)

Please note that the I-20 Form can only be mailed to the alumnus/alumni, and not in care of any other person(s).

Mailing  
Address:

City:

State and Zip Code:

\_\_\_\_\_  
Signature

Date (mm/dd/year)

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**For Haverford College ISSO use only**

Date received:

Received by:

Processed by:

Processing date:

## GUIDELINES FOR APPLICATION FOR STEM OPT EXTENSION

Please refer to the Instructions for Form I-765, the Study in the States website, and ISSO's document on "24-Month STEM OPT Extensions for F-1 Students" for more detailed information and instructions on the STEM OPT Extension application process.

### Checklist of Required Documentation for submission of the I-765:

- Completed Form I-765 (available at [www.uscis.gov](http://www.uscis.gov))
- Completed Form G-1145, E-Notification of Application / Petition Acceptance
- Copy of new Form I-20 endorsed for the 24-month OPT STEM extension (USCIS must receive your STEM OPT extension application within 60 days of the issuance date of your OPT STEM extension I-20 form.)
- Copy of your latest I-94 document
- Copy of your current Employment Authorization document (front and back)
- Two passport photos with your full-name and I-94 number written lightly in pencil on the reverse of each photo.
- Copy of your passport ID page including your photo, passport expiration date, and passport number
- Copy of your Haverford College diploma or official Haverford College transcript OR copy of your official transcript or diploma from previous school for applications based on PREVIOUS STEM degree.
- Copies of previous I-20 forms (optional but recommended)
- Payment – money order, check or Form G-1450 Authorization for Credit Card Transaction.