OPT Request Form

Items to Include

☐ This Completed OPT Request Form ☐ I-765 Draft (Optional Practice Draft)	☐ Copy of Passport Biographical Page ☐ Copy of I-94 Note: ISS OPT Fee $100.00. Once your application has been submitted ISS will email you with payment instructions

Student Completes - Student Information

Family Name(s)		Given Name(s)	
Mobile #		Student ID	
Major		Degree	

Student Completes - OPT Request Information

- OPT Start Date must be within 60 day grace period after your completion date
- OPT End date is 364 days after your OPT Start Date

Requested Start Date		Requested End Date	
Date You Completed OPT Workshop (if attended)		Have you Applied for OPT Before?	

If any, List Previous Authorized Employment & Include Copies of I-20s

CPT or OPT	Part-Time or Full-Time	Start Date	End Date

Academic/Graduate Advisor Completes

Student Named Above is Expected to Complete their Degree requirements by	Department Name
Advisor Name	Advisor Title
Advisor Signature	Date
Comments	