

R S I T Y. Optional Practical Training Request Form

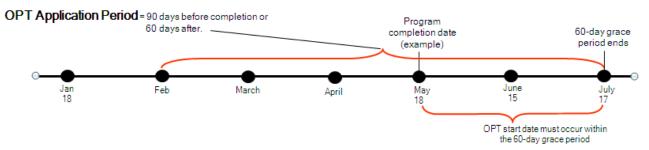
- Your Academic Adviser must sign this form before you submit it to International Services (original signature required).
- See the reverse side for instructions and regulations affecting OPT applications. Please write legibly.

Family Name:			Given Name:				
BSU ID:			Date of current I-20 expiration :				
Email address you will use af			Telephone:				
Have you been authorized for OPT in the past?							
If you have been authorized for OPT in the past, on which degree level was it based?							
When do you expect to grad	For which type of OPT are you applying?						
Semester: Year:		*Post-OPT requests: The earliest you can submit this application is 90 days before you graduate.					
Requested OPT Authorization Dates:		*Start Date: End Date: *Start date must be within 60 days of your program completion date					
"I understand the responsibilities required for maintaining F-1 status during my period of OPT authorization as stated on the reverse and in the OPT Application Guide"							
Signature of Student: Date:							
Academic Recommendation	Student's Major:		Does the student have any incompletes?				
	Expected Completion Date :		Level of S	Level of Study: Bachelor's Master's Ph.D.			
This section must be completed by your	Student registered in current term?		Has stude	Has student applied for graduation?			
	If the student is requesting "pre-completion" OPT, has s/he completed all required courses?						
academic adviser.	"I confirm that the information provided in this section is true and correct. I would like to recommend that this student be allowed to obtain Optional Practical Training in order to secure a position in his/her field of study." Optional Comments:						
	Adviser's Name:						
	Department :	Department :		Telephone:			
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OPT Application Instructions & FAQ

For complete instructions, review the "OPT Application Guide"

Submit the completed form on the reverse side of this page to request your OPT I-20.



When should I apply?

Apply early! It takes about three to five months to receive your EAD from the USCIS. Expedites are not available.

- -The earliest USCIS can receive the application is <u>90 days before</u> the date of your program completion.
- -The latest USCIS can receive the application is the 60th day following your completion date, assuming you do not leave the U.S.
- -It can take up to two weeks to prepare the OPT application before sending to USCIS (especially for busy students!)

What dates should I choose?

Your OPT start date must be within the 60 days after your program completion date. Your OPT end date will be 12 months later if you are applying for the full 12 month period.

What is my "completion date"?

The "completion date" for OPT purposes is defined as follows:

- -For undergraduates: the last day of final exams of the semester in which degree requirements are fulfilled.
- -For **graduates**: the day on which all degree requirements are fulfilled, such as filing the thesis or dissertation in the Graduate School. Changing your completion date can cause serious complications for your OPT application. If for some reason you need to change your completion date after the I-20 is created, speak to a Foreign Student Advisor.

When can I start working?

Once you complete your degree, you cannot work on-campus or off-campus until you receive the EAD and your start date has arrived.

What counts as employment?

OPT is intended to enhance your academic program by providing a means to gain experience in your field of study. USCIS considers working in a job that is not related to your major program of study a violation of F-1 status. Students must work at least 20 hours a week in either a paid or unpaid position related to their academic major to qualify as employment.

What happens if I cannot find a job?

During post-completion OPT, students may not accrue an aggregate total of more than 90 days of unemployment during the initial post-completion OPT authorization. If you accumulate 90 days or more of unemployment, you are in violation of status which may affect your ability to travel in and out of the US in F-1 status, future immigration benefits, and change of status applications.

What is my status while I am on OPT?

Students on OPT or with a pending OPT application are still in F-1 status and must maintain their F-1 status by following the employment and address reporting requirements. See OPT tutorial for these reporting requirements.

Can I travel while I am on OPT?

See OPT tutorial for the required documents for re-entry to the U.S. and things to consider depending on the timing of your re-entry.

What if my visa has expired?

See OPT tutorial for instructions on applying for a visa.

What else do I have to report to a Foreign Student Advisor while I am on OPT?

- Changes in your Name
- Changes to your residential address
- Your Phone and email address
- Employer name
- Employer address
- Start Date of Employment
- Date of exiting the U.S (You need to provide date of exit if you decide to exit the U.S and complete your OPT status prior to the end date of your OPT)