

# OPT STEM EXTENSION APPLICATION

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_

Residential Address \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Degree Level \_\_\_\_\_ Major \_\_\_\_\_

Employment Job Title \_\_\_\_\_

Employer Name \_\_\_\_\_

Employer Address \_\_\_\_\_

Employer's E-Verify Company Identification \_\_\_\_\_

Employer's EIN \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Email address \_\_\_\_\_ Phone \_\_\_\_\_

**Have your employer fill out [Employer Verification form](#) and submit with this OPT STEM Extension Application.**

**Ensure the following are completed before submitting the OPT extension documents. Please check each as you complete it.**

Submitted OPT Compliance Form.

Graduated from WVU with a degree in Actuarial Science, Computer Science Applications (except Data Entry/Microcomputer Applications), Engineering, Engineering Technologies, Biological and Biomedical Sciences, Mathematics and Statistics, Military Technologies, Physical Sciences, Science Technologies and Medical Scientist.

There are several exclusions in this list. See STEM list for clarification.

Student must be currently on a 12-month OPT and working in a job directly related to their field of study.

Student must have graduated with a bachelor's, master's, or doctoral degree in a STEM field

Student must have a job with an employer registered with the E-Verify employment verification system.

Student must not have been unemployed for more than 90 days during 12-month OPT.

Student must complete Form I-765.

Employer must agree to report the termination or departure of the student to the DSO or through "any other means or process identified by DHS". An employer must consider a worker to have departed when the employer knows the student has left employment, or if the student has not reported for work for a period of five consecutive business days

Student must submit the OPT Compliance Form every 6 months regarding residential address, email and phone number, *even if the information has not changed.*

Student must inform OISS immediately upon termination of employment.

**To apply for OPT STEM Extension submit the items listed below:**

1. Completed form I-765 "Application for Employment Authorization". Read the directions for this form, especially regarding how to complete item #16. (form available on USCIS web page)
2. Copy of previous EAD card(s) (front and back).
3. Two color passport photos taken within the last thirty days. Photo standards are available from the U.S. Department of State at <http://travel.state.gov/passport/pptphotos/index.html>
4. Copy of form I-94 Arrival/Departure Record.
5. Copy of passport bio data page and visa page.
6. Check for \$410 payable to "U.S. Department of Homeland Security".
7. "Employer Verification" form.
8. Copy of STEM diploma.

A form I-20 with a PDSO's or DSO's recommendation for extension of OPT will be provided after all of the above have been submitted.

**TERMS AND CONDITIONS (Sign and return to the OISS with your application documents)**

**I understand that:**

- I am not authorized to register for classes **after coursework completion, unless it's for administrative purposes only (1 credit hour- typically research hours) towards the fulfillment of my thesis/dissertation work**
- I am **not authorized** to work on or off campus after my program completion date until I receive my Employment Authorization Document (EAD card) and no sooner than the start date indicated on the card.
- I understand that OPT restricts me to employment in my field of study and commensurate with my degree level.
- I must notify OISS within ten days of any addition or change in employer(s), changes to my passport name, change of U.S. address, or change to another visa type, if I decide to depart the U.S., return to school full time, or otherwise cease OPT activity.
- OPT must be at least 20 hours per week (paid OR unpaid) in my field of study.
- I may not be unemployed for 90 days or more (cumulative) over the 12 month period of my OPT as this will lead to loss of valid immigration status
- I must complete and submit OPT Compliance Form within 10-15 days of employment.
- I have read and fully understood the OPT regulations and restrictions available at <http://oiss.wvu.edu/students>

By signing below I certify that I will abide by all of the rules of the OPT STEM Extension and that I have met all requirements listed above.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_