

## OPTIONAL PRACTICAL TRAINING

### INSTRUCTIONS FOR FORM I-765

United States Citizenship and Immigration Services (USCIS) recommend that you retain a copy of your completed application for your records.

#### COMPLETE ITEMS 1-16 ON THE I-765 FORM:

- Item # 1-8: Personal Information
- Item # 9: Social Security Number, if available
- Item #10: Alien Registration Number or Form I-94 Number
- Item #11: You should **only** answer yes, if you have ever applied for Economic Hardship or Optional Practical Training employment before
- Item #12: Date of Last Entry into the U.S.
- Item #13: Place of Last Entry into the U.S.
- Item #14: Status at Last Entry (As an **F-1 Student** or **B-2 Tourist** or **Worker etc.**)
- Item #15: Current Immigrant Status (**Student**)
- Item #16: Eligibility Categories - **(C) (3) (B)** - *F-1 Students Seeking Optional Practical Training in an Occupation Directly Related to Studies. The USCIS adjudicates a request for employment authorization by determining whether an applicant has submitted the required information and documentation, and whether the applicant is eligible. In order to determine your eligibility; you must identify the category in which you are eligible and fill in that category in question 16 on Form I-765.*

*\*For Pre OPT the code is (C) (3) (A). For STEM degree extension the code is (C) (3) (C).*

- **Applicant's Signature:** Sign within the white space (do not cross the line), put the date and your telephone number.

- **Please do not mail your OPT application package until you receive your SEVIS I-20 with the recommended OPT dates indicated on the second page.**
- **Once you receive your EAD Card you must provide the ISSC with a copy of the card (front and back). We will then issue you a new SEVIS I-20 indicating that OPT has been approved.**