Carnegie Mellon University

OPT Work Permission for F-1 Students

Summer 2017 EDITION

www.cmu.edu/oie
Optional Practical Training

READ THE OPT HANDOUT!

Today we will:

• Outline OPT Basics
• Review Application Process & Timing
• Discuss work options in US after OPT (H-1B, etc.)
• Questions?
Optional Practical Training

OPT = Temporary employment for practical training directly related to the student's major area of study.

- Types of OPT:
  - Pre-completion
  - Post-completion
  - STEM extension

- Part-time or Full-time
  - Always full-time after completion of requirements for degree
During OPT period:
  • You remain in F-1 status
    • OPT is not a status, it is a benefit
  • CMU holds your SEVIS record
  • OIE still your advisors/visa sponsor!
  • You still have reporting requirements!!
Reporting Requirements

Report **ANY** changes in employer, address, etc... to the OIE portal within **10 days of ANY Change**:


Be as specific as possible – this information is reported **DIRECTLY** to immigration (SEVIS)
Employment

What work can you do during 12-month Post Completion OPT?

• *Any* – As long as it:
  • Is related to **YOUR** field and level of study
  • Paid, unpaid, volunteer, contract
  • Job title *doesn’t* matter…
  • **BUT** the nature of the work *does*

No job offer is needed for you to apply for OPT!
Employment

Types of employment that are acceptable while in the initial period of 12-month OPT:

• Multiple employers.
• Short-term multiple employers (performing artists).
• Work for hire.
• Self-employed business owner.
• Employment through an agency or consulting firm.
• Paid employment.
• Unpaid employment.*

* A student may work as a volunteer or unpaid intern, where this practice does not violate any labor laws. The work must be at least 20 hours per week for a student on post-completion OPT. A student must be able to provide evidence acquired from the student’s employer to verify that the student worked at least 20 hours per week during the period of employment.
OPT Usage

• 12 months per *advanced* degree level
  – Can’t have another 12 months of OPT after 2nd Master’s

• Once OPT has been granted, you have used the benefit
The Application is a Three Step Process

**Step 1. Recommendation**
- Signed by your advisor & submitted to OIE

**Step 2. New I-20**
- Goal: new I-20 with OPT recommendation
- I-20 TIME: 5 business days at OIE

**Step 3. Application**
- Mail to USCIS
- Goal: EAD card
- APPROVAL TIME: Up to 90 days
The Goal is Your Employment Authorization Document (EAD)

You can only legally work in the U.S. when:

- Have received the EAD Card
- Within valid dates on EAD
- *EAD Card says “Not Valid For Reentry To U.S.” – This means not Valid for Reentry ALONE (you need all other valid documents: Passport, Visa, I-20, etc..)
If OPT is denied before end of 60 day grace period, it **MAY** be possible to apply again.

If OPT is denied **after** 60 day grace period, the benefit is **forfeited**.

The Application Process has **IMPORTANT** Timelines!!

Program End Date!  
**8/15/2017**
The Application Process:
Advisor’s Form

Optional Practical Training (OPT) Recommendation Form

To: Student OPT Applicant

Complete the following information. The OIE advisor will use the information you provide to recommend your OPT. If you do not know the answer to the question, leave it blank and the advisor will assist you during the OPT session.

Name: ___________________________ Date of birth (mm/dd/yyyy): ___________________________
   (Family)                       (First)

Andrew ID: ___________________________ Non-Andrew e-mail: ___________________________

Address*: ___________________________ (Street) ___________________________ (City) ___________________________ (State & Zip Code)

*Address must also be updated in SIO! This does not have to be the address that you’ll use to receive the EAD.

☐ Check here if you have a secondary MAJOR or are in a dual degree program.

OPT Start Date: ________________ OPT End Date: ________________

Full-time or Part-time: ________________ Passport Expiration (mm/dd/yyyy): ________________

Check one: ☐ The work ☐ WILL ☐ WILL NOT directly relate to my field of study/degree program.

Have you applied for OPT before?: ☐ No ☐ Yes If yes, Educational Level (circle) Bachelor’s Master’s PhD

I attended an OPT session on ________________ conducted by ___________________________.

Today’s Date: ___________________________ OIE Advisor’s Name: ___________________________
The Application Process: Advisor’s Form

THIS INFORMATION MUST BE COMPLETED AND SIGNED BY THE ACADEMIC ADVISOR OR DEPARTMENT COORDINATOR, NOT BY THE STUDENT.

This is to certify that ___________________________ is expected to complete all requirements for the degree on

(Student’s name)

8/15/2017 and will receive the degree of ___________________________ in the field or major of ___________________________.

(Date: mm/dd/yyyy) *actual completion-not end of month (Level) (Field of Study)

(Name of Academic Advisor or Authorized Department Personnel—Please Print) (Signature of Academic Advisor or Authorized Department Personnel)

(Telephone Number and/or email address) (Date)

Your academic advisor completes this section. OPT cannot begin before this date.
Completion Date on the I-20

<table>
<thead>
<tr>
<th>PROGRAM OF STUDY</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EDUCATION LEVEL</strong></td>
<td><strong>MAJOR 1</strong></td>
<td><strong>MAJOR 2</strong></td>
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<tr>
<td>DOCTORATE</td>
<td>Civil Engineering, General 14.0801</td>
<td>None 00.0000</td>
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<td><strong>PROGRAM ENGLISH PROFICIENCY</strong></td>
<td><strong>ENGLISH PROFICIENCY NOTES</strong></td>
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<tr>
<td>56 Months</td>
<td>Required</td>
<td>Student is proficient</td>
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<tr>
<td><strong>PROGRAM START DATE</strong></td>
<td><strong>PROGRAM END DATE</strong></td>
<td></td>
</tr>
<tr>
<td>29 AUGUST 2011</td>
<td>15 Aug 2017</td>
<td></td>
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</table>

Program end date = academic advisor’s end date

(I-20 page 1)
PhD Students: Potential End Dates

- Date of defense
- Date corrections will be completed
- Date you turn in dissertation and committee signs off
- **OR** Employment start date (if you have passed the qualifiers)
Program End Date On I-20
=
Last Day of Work at CMU!
Your I-20 Program End Date Means…

ALL WORK MUST STOP ON THAT DATE!
If there is a GAP between our Program END DATE and your EAD CARD START DATE...

Program End Date: Aug 15, 2017

OPT Start Date: Oct 1, 2017

YOU are still in a valid STATUS inside the US – While your OPT Application is PENDING.

However! NO WORK can be done during this time frame (in red)
AFTER YOUR PROGRAM END DATE
THE ONLY WORK YOU ARE ALLOWED IS:
WITHIN THE TIME FRAME ON YOUR EAD CARD
(For example - in green)

OPT Start Date
On Your EAD Card
Aug 16, 2017

OPT END Date
On Your EAD Card
Aug 15, 2018
Choosing Your OPT Start Date

BASED ON YOUR COMPLETION DATE

START DATE:

• Earliest start date: day after program completion

  – OR

• Up to 60 calendar days after program completion

**NO MORE THAN 60 DAYS!**
Enter Today's Date

**Today's Exact Date Is:**

| 6/20/2017 |

Enter Program End Date

**Your Program End Date Is:**

| 8/15/2017 |

You Can Apply for OPT:

| From 5/17/2017 | Through 10/14/2017 |

Best "Requestable" Start Date For OPT (If You Apply Today!)

| EARLIEST START DATE | 9/19/2017 | LAST START DATE | 10/14/2017 |

OR EARLIEST YOU WILL RECEIVE YOUR EAD CARD

**Currently taking USCIS 90 days to approve OPT**

Carnegie Mellon University
Choosing a Start Date

• **Early Start:**
  • Work permission right after completion
  • On-campus work continues

• **Late Start:**
  • Good if no job offer
  • Consider travel plans
  • Won’t cut into days of unemployment (90 days)
Choosing Your OPT End Date

• Eligible for 365 days of OPT:
  **Example: Start date = 8/16/2017
  End date = 8/15/2018

• Remember! If you applied for a period of pre-completion OPT, you must deduct that time from your 12-months.
  • Part-time pre-OPT deducted at ½ rate.
  • Full-time pre-OPT deducted at full rate.

• NOTE: If you choose less than 12 months, only way to “redeem” remainder of 12 months is to go back to school, complete another program (at same level) and reapply for OPT
The Application Process: OPT Dates

• CAREFUL!

CAN’T CHANGE OPT DATES

• OPT Pending?

Status is fine to stay in the U.S. But **NO WORK** without EAD!
Submit OPT Recommendation Form

Completed Advisor’s Form…

• Turn in today – or,

• Drop off at the OIE front desk

  ❖ OPT I-20 will be ready in:

  ❖ 5 Business Days!

• No email reminders sent!
OPT I-20: The 30 Day Rule!!

- OPT application must be received by USCIS within 30 days of the date your OPT I-20 is issued.
- Be ready to file when you turn in your request!
- I-20 more than 30 days past issuance date = OPT DENIED!

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X

DATE ISSUED

8/16/2017

PLACE ISSUED

Pittsburgh, PA

SIGNATURE OF: Carly Devensburgh, Foreign Student & Scholar Advisor

IMPORTANT!

8/16/2017
# I-20 Page 2

## Employment Authorizations

<table>
<thead>
<tr>
<th>TYPE</th>
<th>FULL/PART-TIME</th>
<th>STATUS REQUESTED</th>
<th>START DATE</th>
<th>END DATE</th>
</tr>
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<tbody>
<tr>
<td>POST-COMPLETION OPT</td>
<td>FULL TIME</td>
<td></td>
<td>16 Aug 2017</td>
<td>15 Aug 2018</td>
</tr>
</tbody>
</table>

## Change of Status/CAP-Gap Extension

- 

## Authorized Reduced Course Load

- 

## Travel Endorsement

This page when properly endorsed may be used for reentry of the student to attend the same school after a temporary absence from the United States. Each certification signature is valid for one year.

<table>
<thead>
<tr>
<th>FOREIGN STUDENT/ SCHOLAR ADVISOR</th>
<th>SIGNATURE</th>
<th>DATE ISSUED</th>
<th>PLACE ISSUED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carly Devenburg</td>
<td>x</td>
<td>7-2-2015</td>
<td></td>
</tr>
</tbody>
</table>
EAD’s Issued After Start Date Requested

If you request dates 8/16/2017 to 8/15/2018 and USCIS does not process your card until 9/2/17, your EAD will have dates 9/2/17 to 9/1/18.

Comments: Full-time OPT recommended in the field of Information Technology (eBusiness Technology) for the recommended dates above OR 12 months from adjudication, whichever is later. Seeking to gain practical experience in the field.

No work until card received and you are within start and end dates on card!
Timing of Your Application

• Be aware of processing times:
  • Up to 90 days to be approved...
    ..or longer if application is returned, something is missing, etc.

• Cannot Expedite OPT!! Trying can slow the process!
What do I include with my application?

Include \textit{ALL} Materials on \textbf{PAGE 1} in \textbf{OPT handout}.
What Do I Include?

✓ **G-1145** form
✓ Check for $410
(payable to U.S. Department of Homeland Security)
✓ **Two U.S. passport-sized photos** *(No Glasses)*
✓ Completed, signed **I-765** form
✓ *Copies* of all I-20s issued to you
✓ Copy of passport
✓ Copy of F-1 visa stamp
✓ Copy of I-94 record ([www.cbp.gov/i94](http://www.cbp.gov/i94))
✓ Copy of previous EAD (if you’ve applied for OPT before)

**Items are listed on page 1 of the OPT handout!!**
G-1145 Form

• G-1145 - first page of application

• Free to file

• More like 2-4 weeks…

• Disregard form expiration date – be sure to download from uscis.gov
Preparing Your Check

US Department of Homeland Security

$410.00

Four hundred ten and------------00/100

OPT Application

Sign Your Name Here
Preparing Your Check

Leave the back **BLANK**
Preparing Your Application: Photos

OIE Cannot Check Photos!

- **Write your name **AND **I-94 # on back!**
  - Write lightly, and in pencil – don’t damage the photo
- Make sure they are the correct size!
- **DO NOT Wear Glasses!**
Preparing Your Application: Tips

• You can include your check & photos in marked white envelope:

• Attach to application – don’t staple photos!
Form I-765


• Complete Online – form fillable pdf
• USCIS uses machine readable scanner
Form I-765

START HERE - Type or print in black ink.

I am applying for:

☐ Permission to accept employment.

☐ Replacement (of lost employment authorization document).

☐ Renewal of my permission to accept employment (attach a copy of your previous employment authorization document).

Check the box:

“Permission to accept employment…”
#1: Last name, First name, Middle Name
(If No Middle Name – Leave Blank)

• #3: **Be careful of address!**
  • Where will you be in 90 days?
  • No forwarding by USPS

If using OIE address: 5000 Forbes Ave Intl Education Pittsburgh PA 15213
Form I-765

#10: Write in I-94 Number

https://i94.cbp.dhs.gov/I94/#/home
#11: Check “Yes” ONLY if you have had OPT before.

List the appropriate USCIS Service Center, Refer to EAD… code could be:

- EAC = Vermont
- SRC = Texas
- WAC = California
- LIN = Nebraska
- YSC = Potomac

List OPT start date.

**START HERE - Type or print in black ink.**

I am applying for:

- Permission to accept employment.
- Replacement (of lost employment authorization document).
- Renewal of my permission to accept employment (attach a copy of your previous employment authorization document).

1. Full Name
   - Family Name
   - First Name
   - Middle Name

2. Other Names Used (include Maiden Name)
   - Family Name
   - First Name
   - Middle Name

3. U.S. Mailing Address
   - Street Number and Name
   - Apt. Number
   - Town or City
   - State
   - ZIP Code

4. Social Security Number (Include all numbers you have ever used, if any)

5. Alien Registration Number (A-Number) or Form I-94 Number (if any)

6. Have you ever before applied for employment authorization from USCIS?
   - Yes (Complete the following questions.)
     - Which USCIS Office?
     - Dates
     - Results (Granted or Denied - attach all documentation)
   - No (Proceed to Question 12.)

7. Date of Last Entry into the U.S., on or about (mm/dd/yyyy)

8. Place of Last Entry into the U.S.

9. Current Immigration Status (Visitor, Student, etc.)

10. Eligibility Category. Go to the “Who May File Form F-1 OPT?” section of the Instructions. In the space below, place letter and number of the eligibility category you selected in the instructions. For example, (a)(8), (c)(17)(iii), etc.

11. End of Form
Form I-765

#12 and #13 Refer to your latest port of entry stamp in your passport

Please Note: **ANY** U.S. **Point of Entry** outside the U.S.
– Where you enter through immigration

#14: “F-1 Student”

#15: “Student”

#16: Post Completion OPT code: (c)(3)(B)
Form I-765

17. (c)(3)(C) Eligibility Category. If you entered the eligibility category (c)(3)(C) in Question 16 above, list your degree, your employer’s name as listed in E-Verify, and your employer’s E-Verify Company Identification Number or a valid E-Verify Client Company Identification Number in the space below.

Degree

Employer’s Name as listed in E-Verify

Employer’s E-Verify Company Identification Number or a Valid E-Verify Client Company Identification Number

18. (c)(26) Eligibility Category. If you entered the eligibility category (c)(26) in Question 16 above, please provide the receipt number of your H-1B principal spouse’s most recent Form I-797 Notice of Approval for Form I-129.

19. (c)(35) and (c)(36) Eligibility Category

a. If you entered the eligibility category (c)(35) or (c)(36) in Question 16 above, please provide the receipt number of the Form I-140 beneficiary’s Form I-797 Notice of Approval for Form I-140.

b. Have you EVER been arrested for and/or convicted of any crime?  □ Yes  □ No

NOTE: If you answered “Yes” to Item Numbers 19.b., refer to Item Number 5, Item H. or Item I. in the Who May File Form I-765 section of these Instructions for information about providing court dispositions.

Certification

I certify, under penalty of perjury, that the foregoing is true and correct. Furthermore, I authorize the release of any information that U.S. Citizenship and Immigration Services needs to determine eligibility for the benefit I am seeking. I have read the “Who May File Form I-765” section of the instructions and have identified the appropriate eligibility category in Question 16.

Applicant’s Signature

Don’t forget to sign!

Date of Signature (mm/dd/yyyy)

Telephone Number

Signature of Person Preparing Form, If Other Than Applicant

I declare that this document was prepared by me at the request of the applicant and is based on all information of which I have any knowledge.

Preparer’s Signature

Date of Signature (mm/dd/yyyy)

Printed Name

Address
Required **Photocopies** of Documents

- I-94 printout
  ([https://i94.cbp.dhs.gov/I94/#/home](https://i94.cbp.dhs.gov/I94/#/home))
  **OR**  White I-94 card (front & back)

- Photo page of passport

- Most recent F-1 visa stamp

- **ALL I-20s ever issued** (including OPT)
  - Sign all I-20s before copying
Optional Cover Letter

• Cover letter *not required*, unless something is missing or further explanation is required:
  • Missing I-20
    -(check your records then contact your school)
  • Missing EAD
    -No template: Just “To whom it may concern: I am miss X”
Dependents in F-2 Status

• F-2 dependents will receive a new I-20

**F-2 documents NOT submitted in OPT application**

• F-2(s) Must ALWAYS Travel with:
  • New F-2 I-20
  • Copies of F-1’s Documents (OPT I-20, EAD card(s), Job Offer Letter)
Make A Copy of WHOLE Application!!

You will need this information in the future!
Scan, copy, etc…
But make sure it is a copy of the complete application
Mailing your Application: FedEx/UPS

On I-765 (#3), if you use an address in:

Alabama, Arkansas, Connecticut, Delaware, DC, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Oklahoma, Tennessee, Texas, Vermont, Virginia, West Virginia

USCIS
Attn: AOS
2501 S. State Hwy. 121 Business Suite 400
Lewisville, TX 75067
Mailing your Application: FedEx/UPS

On I-765 (#3), if you use an address in:


USCIS
Attn: AOS
1820 E. Skyharbor Circle S
Suite 100
Phoenix, AZ 85034
Mailing your Application

If you mail your application with ANY SERVICE other than FedEx or UPS...

Please find that specific lockbox here

DO NOT MAIL Regular Mail!
What Happens After You Send In Your Application to USCIS

You should receive from USCIS:

• Text message or email with case number
  o (within 2 to 4 weeks)
• Paper Receipt Notice
  o (within 4 weeks)
• Approval Notice
  o (up to 90 days)
• EAD card
  o (up to 90 days)

Remain Patient!

WHAT WILL HAPPEN NEXT?

THE SUSPENSE IS KILLING ME
If You Make a Mistake on Your Application…

DON’T PANIC!

Contact OIE!
And
**NEVER** Send in Duplicate Applications!
Case Status Online: www.uscis.gov

Case was received.

On November 3, 2014, we received your Form I-765, Application for Employment Authorization, Receipt Number EAC: and sent you the receipt notice that describes how we will process your case. Please follow the instructions in the notice. If you do not receive your receipt notice by December 3, 2014, please call Customer Service at 1-800-375-5283. If you move, go to www.uscis.gov/addresschange to give us your new mailing address.
Collecting EAD Card

If you used OIE’s address, we will email you as soon as your EAD card arrives in the office.

Do not call or email OIE!

1. Collect the card from OIE
2. Instructions to create a shipping label
3. Arrange for a friend to collect
Collecting EAD Card from OIE

USCIS → Squirrel Hill → OIE

CMU → United States Postal Service → OIE
Keeping Records & Maintaining Status

Job **MUST** be related to level & field of study at CMU

Keep documentation of employment for **your** records:

- Employer/company
- Employer address
- # hours per week
- Job description
- Supervisor contact info

- Paid work: Paystubs, W-2 forms, etc.
- Unpaid work: Employer letters

**NOTE:** Employer **MAY NOT** be able to write letter for unpaid work – **check before starting job!**
Reporting Requirements

Report *ANY* changes in employer, address, etc… to the OIE portal within *10 days of ANY Change*:


Be as specific as possible – this information is reported *DIRECTLY* to immigration (SEVIS)
90 Day Unemployment Rule

You may not accrue more than 90 days of unemployment during the 12 months of OPT…if more than 90 days…

Your SEVIS record will be terminated

OPT and F-1 status ends

The unemployment clock starts – with the start date listed on your EAD Card.

Employment (FT/PT) from an Immigration Stand-Point =

- Paid/Unpaid FT – Anything GREATER than 20 hours a week
  - (For Example – Working 20 hours and 15 minutes is considered Full-Time)
- Paid/Unpaid PT – Anything 20 hours a week and BELOW – NOT ALLOWED.

– http://www.nafsa.org/uploadedFiles/opt_policy_guidance_042010.pdf
Travel

“I’m traveling before…”
– If you have applied for OPT and travel outside the U.S. before your program end-date:
  • You will travel with the usual:
    ✓ Passport
    ✓ I-20 (New OPT I-20)
    ✓ Unexpired Visa
    ✓ Enrollment Verification Letter from The HUB (Optional)

“But when I travel after I have applied for OPT – my I-94 record will change…”
– This is expected – And does not affect your OPT Application
Travel While on OPT

ALWAYS TRAVEL WITH:

✔️ Passport
✔️ OPT I-20 travel signature (< 12 months)
✔️ F-1 visa sticker
  - Valid AND unexpired for re-entry…except for Canadians
✔️ EAD
✔️ Job Offer Letter
✔️ Employer information Reported to OIE
OPT Travel Continued

EAD says not valid for re-entry!
– Don’t worry!
– This means not Valid for re-entry *alone!*

Canada and Mexico + adjacent islands?
– 30-day exception for expired US visa
– *unless you apply for and are denied a US visa*
– Called **Automatic Visa Revalidation**

Do **NOT** Enter as a tourist!! Will end your OPT!
OPT Travel Continued

• **H-1B application pending?**
  – *CONSULT* your H employer!

• **Travel questions** (need a new visa, etc.)?
  – Consult an OIE advisor
Options After Your Initial 12 months of OPT Expire

- 24-month STEM Extension
- H-1B Temporary Work Visa
24-Month STEM Extension

Am I eligible?

To be eligible you MUST:

1. Have your most recent degree in a **STEM designated field**
   - CHECK the Major Code(s)/(cip code) on your I-20 NOW!

2. Be in the initial 12-month OPT period

3. Have a job or job offer with an **e-verify** employer, that is paid employment

<table>
<thead>
<tr>
<th>PROGRAM OF STUDY</th>
<th>MAJOR 1</th>
<th>MAJOR 2</th>
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<tr>
<td>MASTER'S</td>
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<td>Required</td>
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</tr>
<tr>
<td>ENGLISH PROFICIENCY NOTES</td>
<td>Student is proficient</td>
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</tr>
<tr>
<td>START OF CLASSES</td>
<td>12 AUGUST 2014</td>
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<tr>
<td>PROGRAM START/END DATE</td>
<td>12 AUGUST 2014 - 06 MAY 2016</td>
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Carnegie Mellon University
When Can I Submit My STEM Documents to OIE and USCIS?

http://www.cmu.edu/oie/forstu/jobs.html

<table>
<thead>
<tr>
<th>Days Before Current OPT End Date</th>
<th>Date</th>
<th>Earliest I can send my STEM OPT Request to:</th>
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</thead>
<tbody>
<tr>
<td>100 Days</td>
<td>5/7/2018</td>
<td>*OIE - 100 Days BEFORE OPT Expires!</td>
</tr>
<tr>
<td>90 Days</td>
<td>5/17/2018</td>
<td>*USCIS - 90 Days BEFORE OPT Expires!</td>
</tr>
<tr>
<td>60 Days</td>
<td>6/16/2018</td>
<td></td>
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<tr>
<td>30 Days</td>
<td>7/16/2018</td>
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<tr>
<td>15 Days</td>
<td>7/31/2018</td>
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24-Month STEM Extension

How do you apply?
Submit a 24-month STEM I-20 request to OIE
Can be done remotely!
-Directions on our [website](#)

Mail STEM application to USCIS

**Must** reach USCIS:
- Within 90 days of 12-month OPT end date
- **Before** end of 12-month OPT period
H-1B Temporary Work Visa

Private Sector:

– H-1B effective start date is Oct 1\textsuperscript{st}
– The H-1B “CAP” or quota
  65,000 annually available to employers April 1\textsuperscript{st}
  (6 months in advance)
  20,000 additional H-1B spaces set aside for advanced degree holders

Universities and Non-Profits not subject to Cap

– University/Non-Profits employers can apply at any time for any start date
H-1B vs. OPT

OPT is *based on your degree*

– If you don’t like your job, you can start working somewhere else using your OPT.

H-1B is directly linked to your employer

– If you don’t like your job and decide to quit, you will have no status.
– Once H is approved, OPT is ended and F-1 is complete.
Reporting Requirements

Report **ANY** changes in employer, address, etc… to the OIE portal within **10 days of ANY Change**:


Be as specific as possible – this information is reported **DIRECTLY** to immigration (SEVIS)
Warner Hall, 3rd Floor
Office hours: Monday-Friday, 8:30-5:00
412-268-5231
www.cmu.edu/oie
oie@andrew.cmu.edu