

STEM Optional Practical Training Application Procedure

Step 1: Documents for Calvin's Immigration Office:

1. I-983 completed (employer and employee sections). Leave page 5 blank.
2. STEM Extension Regulations Agreement, signed
3. Verify Employer & Address Form

Students applying by mail can find the most recent filing address at: <https://www.uscis.gov/i-765-addresses>
Students applying online should gather all of the documents in the checklist below before starting their online application at <https://myaccount.uscis.gov/>

Step 2: Documents for USCIS (application online or by mail)

1. Completed I-765. This will be a paper form for mail applications but an online form for online applications.
 - #1. Select box a, "Initial permission to accept employment"
 - #27. (c) (3) (C) for STEM OPT Extension
2. Form I-20 with STEM OPT recommendation
3. Passport photo
 - Two photos required for mail applications
 - Upload digital photo for online applications
4. Application fee. Updated fee amount available here: <https://www.uscis.gov/i-765>
 - Mail applicants must pay by check or money order made out to "U.S. Department of Homeland Security"
 - Online applicants pay by credit card
5. A copy of your degree or final transcript showing your STEM degree
6. I-94: <https://i94.cbp.dhs.gov/i94/#/home>
7. Copy of current EAD card (front and back)

Step 3: Keep up to date on required reporting during STEM OPT

Follow the directions on the "Regulations Agreement Form" to stay up to maintain your status during STEM OPT. Failing to follow the directions is a status violation and could result in serious immigration consequences.