

STEM Optional Practical Training (OPT) Extension Application

(For international students with an F1 visa)

Submit to iss@mga.edu | 100 University Pkwy Macon, GA 31206 | 478-471-5307

F1 students who completed a STEM degree can apply to participate in STEM OPT Extension grants an additional 24 months after 1 year of post-completion OPT.

Eligibility Requirements & Regulations:

- In addition to this form, you must complete the I-983 with your supervisor to submit to the ISS office.
- Employers must be a bona fide organization and an E-Verify employer. Be advised that SEVIS or ICE may visit your place of employment to verify the job is compliant with federal regulations.
- You are allowed an additional 60 days of unemployment during the 24 month period.
- Anytime your employment status or employer changes, employer address, employer phone, your address, your phone number, etc. you must report this change to the DSO within 10 days. New employment will also require a new I-983 completed with the new employer. The DSO will update SEVIS and send you a new I-20 reflecting the changes as appropriate.
- You must also commit to checking in with the DSO every 6 months for SEVIS mandatory verification of employment and performance evaluations. Failure to do this may result in your STEM OPT being terminated. The check-in points are as follows:
 - ✓ 6 months: Email me with your most recent paystub, your current address and phone number.
 - ✓ 12 months: Complete and email me the 12-month Self Evaluation at the top of page 5 of the I-983. Also confirm your current address and phone number.
 - ✓ 18 months: Email me with your most recent paystub, your current address, phone number.
 - ✓ 24 months: Complete and email me the 24-month Self Evaluation at the bottom of page 5 of the I-983.
- Before your STEM OPT ends, you need to decide what you will do upon your expiration date.
 - Leave the country within 60 days. Your status will be cancelled upon departure.
 - Apply to start a new program of study at the next education level up.
 - Apply for a change of status to an employment-based visa or other immigration status.

Instructions to Apply for STEM OPT:

1. Complete the [I-983 Training Plan for STEM OPT Students](#) form with your supervisor. Page 5 will be blank for now. [Instructions for the I-983](#) will help answer most questions about how to complete the form.
2. Submit this STEM OPT application & the I-983 to iss@mga.edu 90 to 30 days prior to your OPT expiration date.
3. DSO will enter the OPT recommendation in SEVIS and give you a new I-20 notating the STEM OPT recommendation.
4. Within 30 days of receiving the new I-20, you will file an [I-765 Employment Authorization application](#) through USCIS. You will need to upload the I-20 that the DSO gave you with the STEM OPT authorization.
5. USCIS will send you a receipt notice for the I-765.
6. USCIS will send you a biometrics appointment notice. Report to the USCIS office in Atlanta at the assigned date and time. They will take your picture for your Employment Authorization Document card (EAD) and possibly take your fingerprints.
7. USCIS will send you an approval decision notice. This process can take a while. You can check the current estimated processing times on the [USCIS Case Processing Times](#) page. If approved, your Employment Authorization Card (EAD) will follow by mail.
8. Upon receipt, send the DSO a copy of your approval notice and the front and back of your new EAD card.
9. Once you have been hired for a job, send the DSO a copy of the job offer and job description. They will use this to update your employment information in SEVIS and give you a new I-20 notating your place of employment.



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Name (first, last): MGA 983#

Address:

Personal Email:

Major(s):

Is this request based on a degree you earned at a different school? ☐ YES ☐ NO

If yes, which school and degree?

Date your OPT ends (MM/DD/YYYY):

Requested Start Date for STEM OPT (MM/DD/YYYY):

Requested End Date for STEM OPT (MM/DD/YYYY):

Employer Information: If this is a different employer than your current OPT employer, please provide a copy of the job offer and job description along with the I-983 completed by the new employer.

Employer Name:

Employer EIN:

Employer Address:

Address where you will work everyday:

Employer's website:

Job Title:

☐ Part-Time ☐ Full-Time

Expected Start Date:

Expected End Date:

Supervisor's Name:

Supervisor's Title:

Supervisor's Phone:

Supervisor's Email:

How does this job directly relate to your program of study? Include job duties, title, and program name.

I understand that I must report changes to my employment, status, and contact information to Middle Georgia State University within 10 days of the change occurring. I understand that I must check-in with the DSO every 6 months and provide specific documentation to complete the SEVIS mandated reporting in a timely manner. Failure to adhere to these requirements can result in termination of my STEM OPT and F1 status. I have been educated and informed on my responsibilities to obtain and keep STEM OPT and promise to upload those responsibilities in a timely and efficient manner.

Student Signature:

Date (MM/DD/YYYY):

For PDSO or DSO in the Office of the Registrar only.

DSO Name:

Employer reviewed for fraud prevention: ☐ Website ☐ Cold Call ☐ Business License Reviewed

Notes:

DSO Signature:

Date (MM/DD/YYYY):