



## Optional Practical Training (OPT) Request

### STUDENT INFORMATION

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First/Given Name

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Major(s)

I have had a grad check and I am set to graduate at the end of this semester.

\_\_\_\_\_  
Initial here

I have received Curricular Practical Training (CPT):

☐ Yes

☐ No

\_\_\_\_\_  
CPT Start Date

\_\_\_\_\_  
CPT End Date

I request my OPT employment be:

☐ Part-Time

☐ Full-Time

I request my OPT employment begin and end on the

following dates:

\_\_\_\_\_  
OPT Start Date

\_\_\_\_\_  
OPT End Date

I agree to:

- Not begin working until I have received my EAD
- Submit a copy of the EAD to ISS
- If granted post-completion OPT, notify ISS within 10 days if I:  
a) Move b) Change employers c) Stop working
- Check my email regularly for messages from ISS

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

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

### DEPARTMENT APPROVALS

OPT is an employment option available to F-1 students when the employment is directly related to the major area of study. ISS facilitates the OPT application process, but final authorization is processed by USCIS.

This student will graduate at the end of this semester, and I recommend them for OPT.

\_\_\_\_\_  
Academic Advisor Signature

\_\_\_\_\_  
Date

This student is in good standing with SE, and they have maintained status for their F-1 Visa.

\_\_\_\_\_  
PDSO/DSO Signature

\_\_\_\_\_  
Date