Completing the I-765 for STEM OPT

- Disclaimer: Please note that this is not Legal Advice.
- Guidance in this document is for sections that can be confusing or in which USCIS wants information in a specific format. Please fill out ALL sections of the application.
- Please type using the writeable PDF. Be sure to open the PDF in the Adobe Application rather than using a web browser.
- You will need to sign the form by hand on page 4.

Page 1: Part 1
- Select 1.a.

Page 1: Part 2
- Your Full Legal Name is the name on your passport
- 2.a.-2.c. If you have no other names that you have used in the past (maiden names, etc.), write NA
- 3.a.-4.c. If you write NA in 2.a.-2.c, leave these blank

Page 2: Part 2
- This is the address where USCIS will send your Receipt notice and your OPT card
- 5.a. Only enter information here if you are requesting your documents be sent to another person (e.g. a family member or friend)
- 6. Your physical address is where you are living at the time of applying
  - If you answer Yes, leave 7.a-7.e. blank
  - If you answer No, complete 7.a-7.e.
- 8. Leave blank
- 9. Leave blank
- 13. Select Yes,
  - 13.b. Enter your Social Security number
- 14. Select No
- 18.a. Enter the country of the passport that you used to enter the U.S.
- 18.b.
  - If you have other citizenship, write that country here
  - If you do not have other citizenship, write NA

Page 3: Part 2
- 21.a. Enter I-94 number for your most recent entry to the U.S., which you can find at: https://i94.cbp.dhs.gov/I94/#/home#section. If your most recent travel outside of the U.S. was to Canada or Mexico, please check in with the ISSO.
- 21.c. If you have a passport, write NA

Page 3: Part 2, continued.
- 23. Where did you last enter the U.S.? Usually, this is an airport: specify the airport. For Example, if
you came in to the U.S. through New York, specify: New York JFK Airport (or New York La Guardia Airport, etc.) If your last arrival in the U.S. was by car, bus, or boat, please check in with the ISSO.

- 24. Enter F-1 student unless you have changed your immigration status while in the U.S.: in that case, you will enter the status in which you last entered the U.S. (e.g. H-4, etc.)
- 25. Enter F-1 student
- 26. Your SEVIS number can be found at the top of your I-20.
- 27. For STEM OPT, enter (c ) (3 ) ( C ). Write it EXACTLY as it is here, with a lower-case “c” and an upper-case “C.”
- 28-31.b. If you are applying for post-completion OPT, please leave these sections blank.

Page 4: Part 3
- You must select either 1.a. or 1.b.
- If someone helps you prepare the application (not the ISSO), please select and complete 2.
- 3. You must enter your phone number or NONE (only if you do not have a phone number)
- 4. Enter either your number or NONE
- 5. Enter your e-mail or NA
- 7.a. Sign (by hand) in BLACK ink. Do not type or use a stamp

Page 4: Part 4
- 1.a.-2. Write NA in each box

Page 5: Part 4
- Draw by hand a diagonal line across the page and write N/A (see example)

Page 6: Part 5
- Draw by hand a diagonal line across the page and write N/A (see example)

Page 7: Part 6
- Have you been previously authorized for CPT or OPT, or have you had other SEVIS numbers?
  - If No:
    - Draw by hand a diagonal line across the page and write NA
  - If Yes:
    - For CPT, OPT, or SEVIS #, you will need to document these in sections 3–7. See our attached sample page. If you have only one of these, add it to section 3, and leave the rest of the page blank
    - For CPT Authorizations, indicate the Employer, the dates of the authorization period, whether it was part-time or full-time, and the degree-level at which you completed the CPT
    - For OPT Authorizations, indicate the dates of the authorization, and the level at which it was completed
    - For previous SEVIS ID numbers, indicate the number, the program start and end date, and the category (e.g. Intensive English Language, Au-Pair, Bachelor’s Degree, etc.)