



THE UNIVERSITY OF TEXAS AT DALLAS
 International Student Services
 800 W Campbell Road MC 36, Richardson, Texas 75080-3021
 (972) 883-4189 FAX (972) 883-4010

With few exceptions, you are entitled on your request to be informed about the information U.T. Dallas collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. Dallas correct information about you that is held by us and is incorrect.

Your UTD-ID is being requested because it is a unique identification number which is maintained for the purpose of verifying student identification. The disclosure of such information is voluntary.

REQUEST FOR POST-COMPLETION OPT I-20

Name: _____ UTD ID: _____

Date of Birth: _____ Phone Number: _____

1. Have you had more than 364 days of full-time CPT at UT Dallas on the current educational level (Bachelor's, Master's or Doctorate)? YES* NO

**I understand that if I have had more than 364 days of full-time CPT at the same educational level and school that I am not eligible for OPT.*

2. Have you paid the UT Dallas Practical Training fee? YES NO*

**The fee is required prior to processing your request. Pay online at https://ezpay.utdallas.edu/C20239_ustores/web/.*

3. What OPT dates do you request? Start: _____ End: _____

F-1 students are eligible for 12 months of OPT per educational level. The earliest possible start date is the program completion date; the latest possible start date is 60 days past the program completion date. All OPTs must end within 14 months of the completion date. In most cases, USCIS approves the dates requested.

DOCUMENTS TO SUBMIT TO ISSO:	
• OPT I-20 Request Form	
• I-765	
• Recommendation Form, only if...	You have not applied for graduation <i>OR</i> You are applying for OPT based on defense date
• Copy of EAD and corresponding I-20 <i>OR</i> • H1b I-94 approval notice, only if...	You have applied for previous USCIS work authorizations (besides CPT or on-campus)

Important Things to Remember

- USCIS must **receive** your OPT application within 60 days of your program completion date!
- USCIS must **receive** your OPT application within 30 days of the date your I-20 was issued!
- If you receive the OPT EAD directly from USCIS, you must **supply a copy** of it to the UT Dallas ISSO!
- If you use the UT Dallas ISS Office address on the I-765, you are authorizing an ISS staff member to open USCIS correspondence and make a copy for your file.
- If USCIS denies your OPT request, you have 60 days from the program completion date to take action to maintain your status. Contact an international student advisor as soon as you receive the denial letter.
- I understand that in order to maintain F-1 status while on Post-Completion OPT I must **limit unemployment** to a maximum of 90 days or less.
- I understand that while on OPT I must **report any change** of name or employment status to the ISSO. I must report changes of address to the Registrar's Office.
- If you do not have an SSN you can apply for one after you receive the OPT EAD **and** reach the OPT start date. When you receive the EAD, contact our office for the required authorization letter.

Signature

Date