

Optional Practical Training (OPT) Checklist

OPT is employment authorization for F-1 undergraduate and graduate students that allows them to legally work for up to 12 months in a position related to their major. **Students need to apply at the beginning of their final semester.** The student is responsible for choosing a start date. Start date must be within 60 days from the student's last day of classes from their final semester.

What do I need to apply for OPT:

1. Completed I-765 form.
2. Copy of the first page of all I-20s.
3. Copy of passport.
4. Copy of visa.
5. Copy of most recent I-94.
6. 2 Passport size photos.
7. Check or money order for \$410 made out to the Department of Homeland Security.
8. Transcript
9. OPT Processing Application.

Additional Documents for OPT extension:

1. I-983
2. Diploma

To Make an Appointment:

Once you have obtained all the items from the list above, you can **set up an appointment with the Office of International Education** (bfentress@csustan.edu). The appointment will take approximately 20 minutes.

*If you are in the Science, Technology, Engineering or Mathematics field, ask the Office of International Education about a possible 24-month extension.