

To be eligible to participate in temporary employment before completion of the requirements for your degree program, the following must be met:

1. The practical training is for the sole purpose of training
2. The training is related to your field of study and is less than 12 months in duration, (Any Optional Pre-Completion OPT time will be deducted from the available 12 months of training, leaving the remainder for Post-Completion Practical Training)
3. You have not accrued one year or more of full-time curricular practical training (CPT)
4. You have been enrolled as a full-time student for at least one academic year (two semesters), and
5. You are otherwise in legal status at the time of application
6. If you have already completed a full academic year, you may apply up to 90 days in advance of the employment start date
7. Students in English Language training programs are not eligible for OPT

Part I. Student Information

Name	(Family)	(First)	(Middle)
UA ID No		SEVIS ID No	N000
		Email	
Degree	Major	Expected Date of Completion	
Proposed OPT	(Start Date)	(End Date)	(End date must be on or before completion date)
Address			

Part II. Past Practical Training Information

List All Periods of Previous Authorized Practical Training (if applicable) below:

Curricular Practical Training	Optional Practical Training

Part III. Academic Advisor/Department Chair Contact Information

Name	Title	Phone	(330)
Email	@uakron.edu	Department anticipates student will complete program on (date)	

Part III. Signatures

Student Signature	Date	Advisor's Signature	Date
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Part IV. Instructions

Call OIP to make an appointment with one of your advisors and bring the following with you.

1. Completed, signed this form
2. Completed [Form G-1145](#), if you wish to receive electronic notification from USCIS
3. Complete Form I-765 from <http://www.uscis.gov/files/form/i-765.pdf>
4. Be sure the answer to question 16 on form I-765 is (c)(3)(A)
5. Check or money order for \$380.00 payable to the Department of Homeland Security
6. Photo copy of Form I-94 (front and back)
7. Photo copy of passport and visa (If you are a Canadian citizen, you may enclose a copy of your citizenship card or a birth certificate & a government-issued photo ID)
8. Two U.S. passport-style photos (print your name on back of photo)
9. A copy of your previously approved OPT card (both sides)

During the interview, the advisor will review your status and if requirements are met, the Advisor will issue an OPT Form I-20 and make the recommendation for practical training on Page 3 of the Form I-20.

Mail all the documents listed on the left (except this form) including the OPT Form I-20, within 30 days after the OPT Form I-20 was issued by certified mail with return receipt to the following address:

USCIS
 PO Box 21281
 Phoenix, AZ 85036

For private courier (non-USPS) deliveries to:

USCIS
 Attn: AOS
 1820 E. Skyharbor Circle S
 Suite 100
 Phoenix, AZ 85034

If your address provided on Form I-765 is not an Ohio address, please find out the correction filing address at the [USCIS web site](#).