



F-1 OPTIONAL PRACTICAL TRAINING (OPT) Application Steps

Step 1

Complete the OPT tutorial [Canvas course](#) as our main student resource for OPT information. Or, attend a [monthly virtual OPT workshop](#). **Completion of at least one of these is required and very important.**

Step 2

Obtain graduation date confirmation from your academic adviser in your major department. **Required for Post-Completion OPT only, not required for Pre-OPT.**

Step 3

Begin to gather all necessary application documents for United States Citizenship and Immigration Services (USCIS)

- Form I-20 with OPT Recommendation (Student will obtain from DSO)
- Passport style photos
- Photocopy of your most recent I-94 record
- Photocopy of your passport (biographical page and expiration date)
- Photocopy of F-1 visa
- Photocopies of any previous EAD (front and back, if applicable)

Step 4

International office advisors will issue you a new I-20 with a recommendation for OPT

Step 5.

Submit your OPT application online here: [Form I-765, Application for Employment Authorization](#), OR use the mail-in method (processing can take several months)

Step 6

You may begin OPT employment once you receive official approval from USCIS and your Employment Authorization Document (EAD) card with authorized employment dates.