



# STANTON UNIVERSITY

9618 Garden Grove Blvd., Suite 201, Garden Grove, CA 92844  
Tel.714.539.6561 Fax.714.539.6542 su@stantonuniversity.com

## POST COMPLETION OPT REGISTRATION & AGREEMENT

**OPTIONAL PRACTICAL TRAINING (OPT)** is a full time (20 hours + / week) employment opportunity for “eligible” F-1 students in which they are permitted by the United States Citizenship and Immigration Services (USCIS) to gain practical training in a field “directly related” to their degree. Students are legally permitted to work for a maximum of 12 months after completion of their degree program.

### Complete ALL Fields Before Submitting:

**Student’s Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Degree Program:** \_\_\_\_\_ **I-20 End Date:** \_\_\_\_\_

**Current Credits Completed:** \_\_\_\_\_ **Credits Needed to Graduate:** \_\_\_\_\_

**Current GPA:** \_\_\_\_\_ **Unpaid Tuition: \$** \_\_\_\_\_

**Paid OPT Registration \$50 (Yes/No):** \_\_\_\_\_ **Paid Graduation Fees (Yes / No):** \_\_\_\_\_

**Employment Start Date:** \_\_\_\_\_ **Employment End Date:** \_\_\_\_\_

**DSO Recommendation & Remarks:** \_\_\_\_\_

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### PLEASE READ OPT FAQ’S CAREFULLY AND SIGN BELOW:

**When is the “best” time to apply for OPT?**

You should start preparing for OPT 6 months in advance to make sure you are “on track” to graduate and have no outstanding tuition owed to SU. But the “best” time to apply for OPT is 75 - 90 days before your program end date.

**Can I apply for OPT after my program end date?**

Yes. You have a 60 day “grace period” after your program end date to apply.

**What if I apply and do not hear back until after the 60 day grace period is complete?**

Your status will be considered “pending” and you will be allowed to remain in the United States until a decision has been made about your OPT application. If you are accepted, then you may begin your OPT. However, if you are denied, you will have no other option except to leave the United States. (This is why it is better to apply earlier.)

**What dates should I write for my start and end dates of employment?**

Your employment start date must be within your 60 day grace period after your program end date. OPT is for 1 year. So the end date should be exactly 1 day prior to your start date for the following year.  
Ex: Start Date (4/1/2018) – End Date (3/31/2019)



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**When can I begin working?**

You may begin working on or after the date posted on your EAD card once you are approved for OPT.

**Do I need to have secured employment before I apply for OPT?**

No. You have 90 days after you receive your EAD card (work permit) to find employment.

**What if I can't find employment within 90 days?**

If you accrue more than 90 days of unemployment during your OPT, you will be considered to have violated your status. You must change your status by enrolling in a new degree program before this occurs.

**Do I have to inform Stanton University of employment, address, and/or phone number changes?**

Yes. You must inform Stanton University of any employment, address or phone number changes within 10 days. USCIS requires you to update this information to maintain your F-1 student status while engaging in OPT.

**What can I do after the completion of OPT ?**

You have another 60 days from your OPT end date to decide whether to return to your home country or start a new program of study.

**Can I travel outside the U.S. after I receive my EAD card?**

Once you receive your EAD card you are allowed to travel outside the U.S., however, you will want to make sure to have the following documents in your possession to be granted re-entry: (1) a valid EAD card, (2) a valid passport, (3) a valid F-1 visa, (4) the original signed I-20 with OPT authorization and a recent travel signature from the DSO, and (5) Letter from your employer verifying your employment.

**Can I leave the U.S. while my OPT is processing?**

Technically, you can re-enter the U.S. as long as you have: (1) proof of the pending OPT application, (2) a valid passport, (3) a valid F-1 visa, (4) the original signed I-20 with OPT authorization and recent travel signature from the DSO, and (5) proof of non-immigrant intent (i.e.: spouse or children living in your home country, a future job offer from your home country, etc.). However, we think this is a little too risky and recommend that you not travel unless absolutely necessary.

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**NOTE:** You are responsible for the accuracy, completion, and results of this OPT Application Packet. Stanton University is providing you with this guideline and a checklist to assist you, but we are not responsible for the decision of the USCIS. If you are concerned about this process, we recommend hiring an Immigration Attorney to further assist you.

**BY SIGNING, I VOW THAT I HAVE READ AND UNDERSTAND THE CONTENT ABOVE, AND AGREE THAT STANTON UNIVERSITY IS NOT RESPONSIBLE FOR THE COMPLETION, ACCURACY, AND RESULTS OF THIS OPT APPLICATION PACKET.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_