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EAST TENNESSEE STATE  
UNIVERSITY

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International Enrollment & Services

## STEM OPT 24-month Extension Application Guide

# Important Note

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International Enrollment & Services (**IES**) provides general guidance on the STEM OPT application process. While we make every attempt to ensure we provide students with the most up-to-date information available, USCIS may change its interpretation of these policies, procedures, regulations, and eligibility requirements at any time. **IES is not** responsible for any errors or omissions or for the results obtained from USCIS.

A STEM OPT application to USCIS is **your** own personal application. **You alone** are responsible for timely filing with full documentation, understanding F-1 rules regarding [STEM OPT](#), and properly maintaining F-1 status.

Please note that this tutorial provides guided recommendations, and all images used are samples. **Information contained within should not be considered legal advice.**

# Application Guidance

- STEM Requirements
- Required Documents
- Document Formatting Requirements
- Degree Completion Requirements
- Quick Tips
- Online Application Overview
- Online Filing Reminders

# Understanding the STEM Requirements

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- STEM eligible degree list can be found [here](#) under 'Current STEM list'
- Meets STEM eligibility requirements (details on our [STEM OPT webpage](#))
- Employer must meet USCIS [E-verify](#) and other [employment requirements](#)

It is your responsibility to understand the eligibility requirements for STEM by reviewing our website and the information provided by [USCIS](#)

# e-File Application Documentation

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- [Form I-983](#) (completed together with your employer) – this is **NOT** uploaded to the online application
- [Form I-765](#) (this is obtained from the online application)
- One passport-style color photograph of you taken recently and not used before
- Digital copy of your passport picture page
- Digital copy of your most recent F-1 visa (or I-797C approval notice if status was changed in US)
- Digital copy of your electronic [Form I-94](#) OR digital copy of your paper Form I-94 (front and back)
- Digital copy of your unofficial full transcript that shows your name
- Digital copy of all previous EAD cards (front and back) that have been issued to you, if applicable
- Evidence of all previous CPT & OPT authorizations (needed for the “Additional Information” section)
- Digital copy of your STEM diploma
- Digital copy of **NEW I-20 with STEM OPT Recommendation**
- Credit card or ACH payment for the filing fee

# Document Format

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The online form requires several document uploads.

[Format requirements](#) for uploads:

- **Photos**: JPEG or PNG
- **Documents**: JPG, JPEG, PDF, TIF or TIFF
- **Max file size**: 6 MB per file
- English translations required for any foreign language documents
- **No encrypted or password-protected files**

# Special Note About Degree Completion

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- USCIS expects you to be able to show your current diploma in your STEM OPT application.
- It is our interpretation that students must finish their most recent degree to be eligible to apply for the STEM extension. This is true **even** for students applying based on a previous degree at another level.
- If you applied for OPT based on coursework completion, you are expected to complete **all** of your degree requirements (defense, revisions, paperwork, etc.) **prior** to your OPT expiring.
- Failing to finish all degree requirements **prior** to the end of your OPT-authorized employment period could result in your losing the STEM opportunity.

# Quick Tips

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- Online form is designed to work with all browsers, but Chrome is the preferred browser.
- Your answers are automatically saved as you work.
- You can begin the form and return to it later.
- Drafts are saved for 30 days from the last time you worked on the form.
- **DO NOT** enter “N/A”, simply leave fields that don’t apply to you blank
- Have all your STEM OPT documents, including your STEM OPT I-20, readily available in digital format
- Changes to the online form **cannot** be made after payment and submission.
- Technical support for the online form is available through a USCIS account or by sending a message through the [USCIS online help form](#).



# e-File Application Process Overview

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1. Review and understand the STEM requirements and expectations on the [USCIS website](#) and our [STEM OPT webpage](#)
2. Prepare all application materials (using this step-by-step tutorial)
3. Create or Login to your [USCIS Online Account](#). If you applied for post-completion OPT online in the past, you will already have an account
4. Submit the STEM OPT Extension Request e-form (see [STEM OPT webpage](#) for details).

# e-File Application Process Overview

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6. Receive your new I-20 with STEM OPT recommendation (you will receive this via email). Print and sign the STEM OPT I-20

Digital student signatures **are not** accepted

7. Begin to fill out the online application through your USCIS account. Choose the **c(3)(C) STEM** Extension category.

8. Upload the **\*NEW\*** STEM OPT I-20 (signed by you—ink signature), along with any supporting documents to the online application

9. Submit the application and pay the filing fee

# Filing Reminders

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- Pick **ONE** method to apply for STEM OPT. Either apply online OR through mail - **DO NOT** apply both ways
- Your STEM OPT application **SHOULD NOT** be submitted to USCIS more than 90 days prior to the end date on the post-completion OPT EAD card
- Your STEM OPT application **MUST** reach the USCIS within **60 days** of the date your new I-20 with STEM OPT recommendation was issued and before the expiration of your current post-completion OPT EAD
- If approved, the Employment Authorization Document (EAD) card will be sent directly to you at the address you provided to USCIS. USPS **will not** forward the EAD to another address once shipped. Once you receive the EAD card, you are authorized to work on STEM OPT between the start and end dates listed on the card
- As long as you file timely (i.e. prior to the expiration of the current EAD card) for a STEM OPT Extension, you may continue employment while the application is pending (**up to 180 days**) until a final decision from USCIS is made
- You **MUST** have proof that you completed all of your degree requirements **BEFORE** your STEM OPT period begins. You will need to provide this proof within your STEM OPT application
- Understand the fees for the [I-765 filing](#). [Premium processing](#) is now available for OPT applications, if needed.

# I-983 Guide

This section will provide you with guidance for completing the I-983

We recommend reviewing the Study-in-the-States [Form I-983 Overview](#)

**NOTE:** You and your current employer will complete the form (details in the following slides)

# Form I-983 Overview

**STEP 1** - Download fillable PDF Form I-983 here: <https://studyinthestates.dhs.gov/stem-opt-hub/additional-resources/form-i-983-overview>

**STEP 2** - For detailed instructions regarding how each field should be completed, please review the Form I-983 instructions on the Study in the States [Form I-983 Overview](#) and the sample I-983 on our [STEM OPT webpage](#).

**STEP 3** - Note who is responsible for completing each section of the Form I-983:

- Sections 1 and 2: Completed by Student
- Sections 3 and 4: Completed by Employer
- Section 5: Completed by Student and Employer
- Section 6: Completed by Employer

Leave the Evaluation of Student Progress and Final Evaluation of Student Progress on page 5 blank at this time

Submit the complete I-983 via the [STEM OPT Extension Request Form](#)

Visit the [STEM OPT webpage](#) for the STEM Request tutorial

DEPARTMENT OF HOMELAND SECURITY U.S. Immigration and Customs Enforcement			OMB APPROVAL NO. 1835-004 EXPIRATION DATE: 9/31/2025
TRAINING PLAN FOR STEM OPT STUDENTS Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)			
SECTION 1: STUDENT INFORMATION (Completed by Student)			
Student Name (Surname/Primary Name, Given Name)		Student Email Address	
Name of School Recommending STEM OPT	Name of School Where STEM Degree Was Earned	SEVIS School Code of School Recommending STEM OPT (including 3-digit suffix)	
Designated School Official (DSO) Name and Contact Information		Student SEVIS ID No.	STEM OPT Requested Period (mm-dd-yyyy) From: _____ To: _____
Qualifying Major and Classification of Instructional Programs (CIP) Code: _____			
Level/Type of Qualifying Degree: _____			
Date Awarded (mm-dd-yyyy): _____			
Based on Prior Degree? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employment Authorization Number: _____			
SECTION 2: STUDENT CERTIFICATION			
I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. I understand that the law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.			
I certify that:			
1. I have reviewed, understand, and will adhere to this Training Plan for STEM OPT Students ("Plan");			
2. I will notify the DSO at the earliest available opportunity if I believe that my employer is not providing me with appropriate training as delineated on this Plan;			
3. I understand that the Department of Homeland Security (DHS) may deny, revoke, or terminate the STEM OPT of students whom DHS determines are not engaging in OPT in compliance with the law, including the STEM OPT of students who are not, or whose employers are not, complying with this Plan;			
4. My practical training opportunity is directly related to the STEM degree that qualifies me for the STEM OPT extension; and			
5. I will notify the DSO at the earliest available opportunity regarding any material changes to or deviations from this Plan, including but not limited to, any change of Employer Identification Number resulting from a corporate restructuring, any nominal reduction in compensation from the amount previously submitted on the Plan that is not tied to a reduction in hours worked, any significant decrease in hours per week that I engage in a STEM training opportunity, and any decrease in hours below the 20-hours-per-week minimum required under this rule.			
Signature of Student: _____			
Printed Name of Student: _____		Date (mm-dd-yyyy): _____	
ICE Form I-983 (7/16)			Page 1 of 5

# Form I-983: Student Section 1

Your Designated School Official (DSO) is your International Student Advisor (ISA)

- ISA contact information can be found [here](#)

Sample I-983 is on the STEM OPT website

Before signing Section 2: Student Certification, you need to ensure **all** the information you provided in Section 1 is accurate.

- Your name should match your passport

SECTION 1: STUDENT INFORMATION (Completed by Student)			
Student Name (Surname/Primary Name, Given Name): <b>Surname, Given Name</b>		Student Email Address: <b>Email Address</b>	
Name of School Recommending STEM OPT: <b>East Tennessee State University</b>	Name of School Where STEM Degree Was Eamed: <b>East Tennessee State University</b>	SEVIS School Code of School Recommending STEM OPT (including 3-digit suffix): <b>NOL214F10177000</b>	
Designated School Official (DSO) Name and Contact Information: <b>Your ISA's Name, (423) 439-8321, 1276 Gilbreath Dr., Johnson City, TN. 37614</b>		Student SEVIS ID No.: <b>N00XXXXXXXXX</b> (On your Form I-20)	STEM OPT Requested Period (mm-dd-yyyy): From: <b>Day after your OPT EAD Card</b> To: <b>24 months after STEM start date</b>
Qualifying Major and Classification of Instructional Programs (CIP) Code: <b>Major CIP Code, Major Name (on pg 1. of Form I-20)</b>			
Level/Type of Qualifying Degree: <b>Degree Level (i.e. Bachelor, Master, or PhD)</b> <b>Ex. 11.0701, Computer Science</b>			
Date Awarded (mm-dd-yyyy): <b>Date degree was awarded</b>			
Based on Prior Degree? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Only check "Yes" if your request is based on a prior STEM degree at different degree level</b>			
Employment Authorization Number: <b>XXX-XXX-XXX (USCIS # on your current OPT EAD card)</b>			

# Form I-983: Employer Section

Your **employer will complete** Section 3 and **will sign** Section 4

**Note:** The start date of employment is during the STEM period. This is the date the STEM OPT training will begin with the employer. **IT IS NOT THE ORIGINAL DATE YOU BEGAN WORKING AT THE COMPANY DURING THE POST-OPT PERIOD.** In other words, this should not be a past date.

If your employment start date at the company will begin after the STEM period already started, enter the future date.

## Example for this scenario:

STEM period start date: 05/05/2024

Start date at employer during the STEM period: 05/16/2024

Date to write here: 05/16/2024

SECTION 3: EMPLOYER INFORMATION (Completed by Employer)			
Employer Name: Employer/Company Name	Street Address: Employer/Company Address	Suite:	
Employer Website URL: Employer/Company Website	City:	State:	ZIP Code:
Employer ID Number (EIN): EIN Number (9 digits)	Number of Full-Time Employees in U.S.: # of FT Employees in the U.S.	North American Industry Classification System (NAICS) Code: NAICS Code <a href="https://www.census.gov/naics/">https://www.census.gov/naics/</a>	
OPT Hours Per Week (must be at least 20 hours/week): Working Hours per Week	Compensation: A. Salary Amount and Frequency: <u>Enter information</u>		
Start Date of Employment (mm-dd-yyyy): STEM OPT Start Date	B. Other Compensation (Type and Estimated Amount or Value): 1. _____ 2. _____ 3. _____ 4. _____		

# Form I-983:

**Note:** If working for a staffing firm or 3rd party, review the [“STEM OPT Employer Requirements and Responsibilities”](#) page to learn about bona fide employment.

Page 5 is **meant to be left blank** at this time. It is only filled out during the 12 month and 24 month evaluation, or when ending work with an employer

**EVALUATION ON STUDENT PROGRESS**  
Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc. during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.

Range of Evaluation (Date): From (mm-dd-yyyy) \_\_\_\_\_ To (mm-dd-yyyy) \_\_\_\_\_

**LEAVE BLANK FOR NOW**

Signature of Student (Sign in ink): \_\_\_\_\_  
Printed Name of Student: \_\_\_\_\_ Date (mm-dd-yyyy) \_\_\_\_\_  
Signature of Employer Official with Signatory Authority (Sign in ink): \_\_\_\_\_  
Printed Name of Employer Official with Signatory Authority: \_\_\_\_\_ Date (mm-dd-yyyy) \_\_\_\_\_

**FINAL EVALUATION ON STUDENT PROGRESS**  
Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc. during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.

Range of Evaluation (Date): From (mm-dd-yyyy) \_\_\_\_\_ To (mm-dd-yyyy) \_\_\_\_\_

**LEAVE BLANK FOR NOW**

Signature of Student (Sign in ink): \_\_\_\_\_  
Printed Name of Student: \_\_\_\_\_ Date (mm-dd-yyyy) \_\_\_\_\_  
Signature of Employer Official with Signatory Authority (Sign in ink): \_\_\_\_\_  
Printed Name of Employer Official with Signatory Authority: \_\_\_\_\_ Date (mm-dd-yyyy) \_\_\_\_\_



# I-765 Online Application

This section will guide you through the I-765 online application process

- **Before** you begin this process, be sure that you have **all** the required documentation on hand (i.e., **STEM OPT I-20** & **I-983** completed by you & your employer)

# FORM I-765: ONLINE APPLICATION GUIDE

Go to USCIS <https://www.uscis.gov/> I-765 and read the provided instructions.

- Following this guide **does not** guarantee approval of your OPT by USCIS & **should not** be construed as legal advice

USCIS recommends using the latest version of Google Chrome, Firefox, Edge, Firefox, or Internet Explorer 11

Click "**File Online**"

The screenshot shows the USCIS website interface for the I-765 Application for Employment Authorization. The page features a navigation menu on the left with options like 'All Forms', 'Explore My Options', 'Filing Guidance', 'Filing Fees', 'Forms Updates', and 'Department of State (DS) Forms and Other Non-USCIS Forms'. The main content area displays the title 'I-765, Application for Employment Authorization' and a list of alerts. The alerts include information about electronic filing, updated filing locations, processing times, and fee payment changes. At the bottom right, a red box highlights the 'File Online' button.

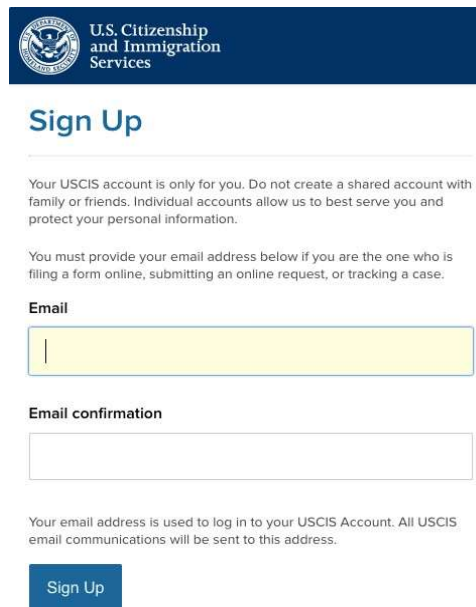
# Create Account

Visit  
<https://myaccount.uscis.gov/>

## Create your account

A USCIS Account confirmation email will be sent to you. Follow the instructions in the email to confirm your account.

It is important that you timely check your Inbox and/or other folders for the email with instructions on confirming your account.



The screenshot shows the top of the USCIS website with the logo and the text "U.S. Citizenship and Immigration Services". Below this is a "Sign Up" heading. A paragraph explains that the account is for the user only and not shared. Another paragraph states that an email address is required for online filings. There are two input fields: "Email" and "Email confirmation". A "Sign Up" button is at the bottom. A note at the bottom states that the email address is used for login and communications.

U.S. Citizenship and Immigration Services

## Sign Up

Your USCIS account is only for you. Do not create a shared account with family or friends. Individual accounts allow us to best serve you and protect your personal information.

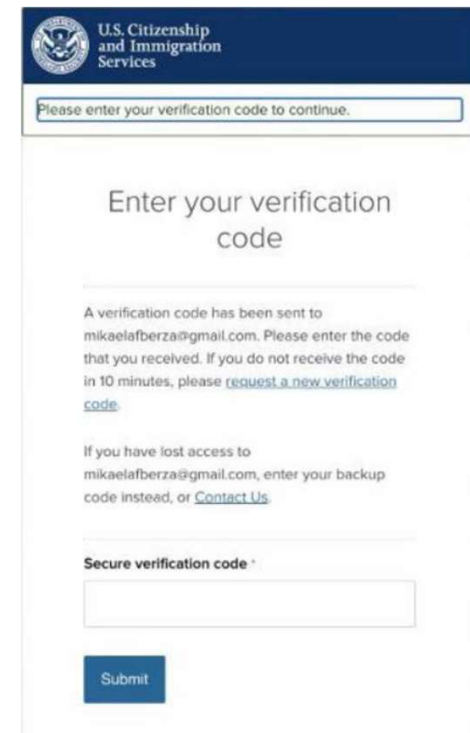
You must provide your email address below if you are the one who is filing a form online, submitting an online request, or tracking a case.

Email

Email confirmation

Your email address is used to log in to your USCIS Account. All USCIS email communications will be sent to this address.

Sign Up



The screenshot shows a verification code entry page. At the top, it says "Please enter your verification code to continue." Below this is a heading "Enter your verification code". A paragraph explains that a verification code has been sent to "mikaelfarberza@gmail.com" and that the user should enter it within 10 minutes, with a link to "request a new verification code". Another paragraph mentions that if the user has lost access to the email, they should enter their backup code or "Contact Us". There is a "Secure verification code" input field and a "Submit" button.

Please enter your verification code to continue.

## Enter your verification code

A verification code has been sent to mikaelfarberza@gmail.com. Please enter the code that you received. If you do not receive the code in 10 minutes, please [request a new verification code](#).

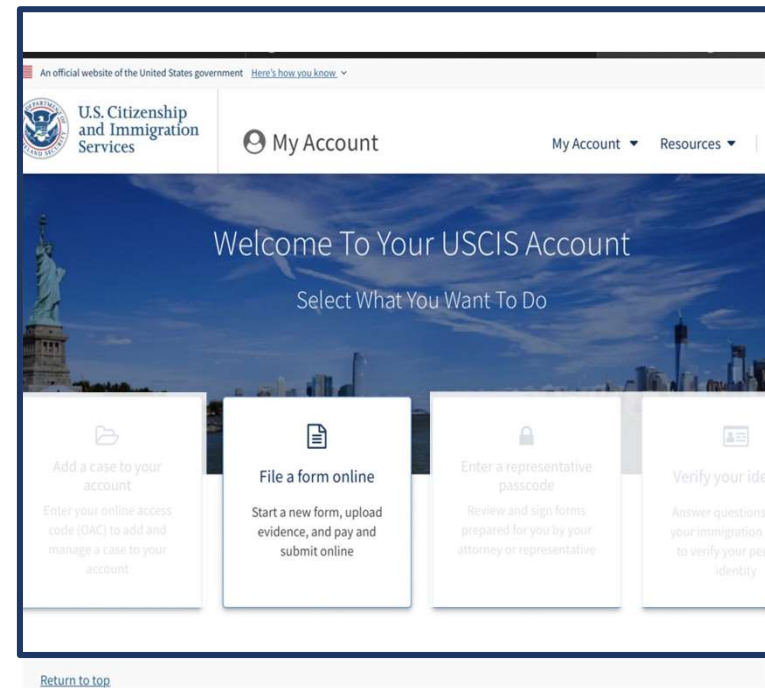
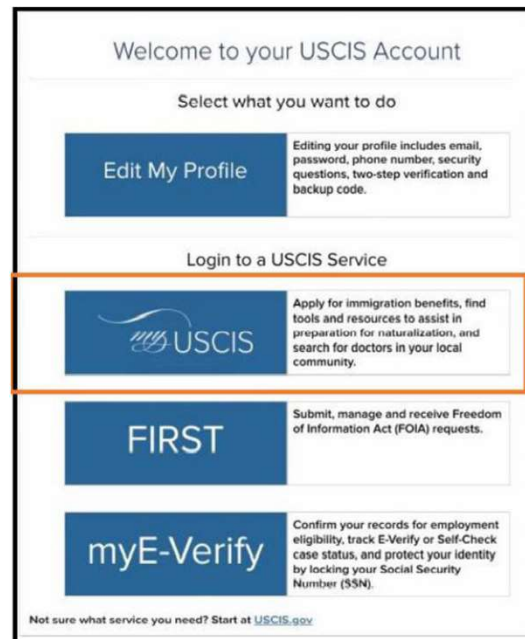
If you have lost access to mikaelfarberza@gmail.com, enter your backup code instead, or [Contact Us](#).

Secure verification code \*

Submit

# Your Account

Click on *myUSCIS*, then *File a form online*

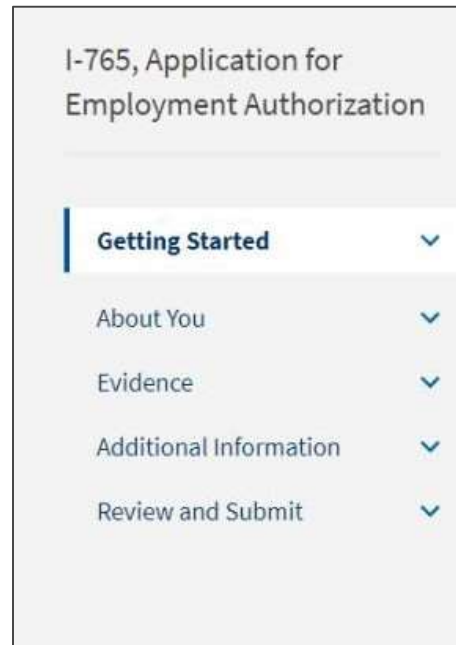


# I-765 Application

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The online application has multiple sessions to complete. These sections are:

- **Getting Started section**
- **About You section**
- **Evidence section**
- **Additional Information section**
- **Review and Submit section**
  - **Form Filing Fee section**



# Getting Started

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Select the “**Application for Employment Authorization (I-765)**” as the form you want to file online

Carefully review **all** of the information provided on the screen about the Form I-765

File a Form

Select the form you want to file online. Once you start, we will automatically save your information for 30 days, or from the last time you worked on the form.

**Fee waiver:** If you are requesting a fee waiver, you cannot file online. You must file a paper version of both the Form I-912, Request for Fee Waiver and the form for the specific benefit you are requesting. You can review the fee waiver guidance at [www.uscis.gov/feewaiver](http://www.uscis.gov/feewaiver).

Select the form you want to file online.

I-134A, Online Request to be a Supporter and Declaration of Financial Support

I-539, Application To Extend/Change Nonimmigrant Status

I-589, Application for Asylum and for Withholding of Removal

**I-765, Application for Employment Authorization**

I-821, Application for Temporary Protected Status (TPS)

I-821D, Consideration of Deferred Action for Childhood Arrivals (DACA)

I-907, Request for Premium Processing Service

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# Getting Started: Eligibility Category

**STEP 4** - Review the form overview and privacy notice information

**STEP 5** - Select the correct employment eligibility category

**STEM Extension is c(3)(C)**

I-765, Application for Employment Authorization

**Getting Started** ^

- Basis of eligibility
  - Reason for applying
  - Preparer and interpreter information
- About You v
- Evidence v
- Additional Information v
- Review and Submit v

What is your eligibility category?

**⚠** You can file your request online only for certain eligibility categories

If your eligibility category does not appear on the drop-down list, you must file a paper [Form I-765](#). If you submit online and are not eligible for one of the listed categories, your application may be denied.

(a)(12) Temporary Protected Status Granted

(c)(3)(A) Student Pre-Completion OPT

(c)(3)(B) Student Post-Completion OPT

**(c)(3)(C) STEM Extension**

(c)(19) Temporary Protected Status Pending

# Getting Started: Degree & Employer

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**STEP 6** - Type the degree level and CIP code for the STEM degree (CIP code is listed on page 1 of your I-20) in “**What is your degree?**”

Type in the name of your employer’s company name, **EXACTLY**, as it is shown in E-Verify.

Type the company’s [E-Verify number](#)

**NOTE:** The E-Verify number is **different** from the EIN number required on the form I-983; E-Verify numbers are generally four to seven digits long

What is your degree?

What is your employer's name as listed in E-Verify?

What is your employer's E-Verify company identification number or a valid E-Verify client company identification number?

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Next



# OPTIONAL: Premium Processing

**STEP 7:** USCIS provides the option for you to have your OPT application adjudicated within 30 calendar days from the date of request.

Adjudication could be an approval, request for evidence, rejection, or denial - it **DOES NOT** guarantee you approval.

Premium processing **IS NOT** mandatory. This is a personal decision you need to make based on your situation. You should carefully review all information the [USCIS Premium Processing webpage](#) and the normal [USCIS Processing Times page](#) before making your decision.

**IF YOU CHOOSE YES, NOTE THE IMPORTANT MESSAGE ABOUT THE PAYMENT AFTER APPLICATION SUBMISSION!**

Would you like to request Premium Processing Service?

Premium Processing Service guarantees that USCIS will take one of several possible actions (issue an approval notice, a denial notice, a notice of intent to deny, or a request for evidence) on your Form I-765 within 30 days.

The fee for Premium Processing Service for Form I-765 is \$1,500.

If you request premium processing, you will be asked to complete Form I-907 after you sign your Form I-765. You will then be able to pay for and submit both forms at the same time.

Yes

No

Would you like to request Premium Processing Service?

Premium Processing Service guarantees that USCIS will take one of several possible actions (issue an approval notice, a denial notice, a notice of intent to deny, or a request for evidence) on your Form I-765 within 30 days.

The fee for Premium Processing Service for Form I-765 is \$1,500.

If you request premium processing, you will be asked to complete Form I-907 after you sign your Form I-765. You will then be able to pay for and submit both forms at the same time.

Yes

No

**i** Form I-765 and Form I-907 will be submitted together. After you sign Form I-765, the form will be locked. You will not be able to make any changes to the form once it is locked. You will immediately be directed to Form I-907 and will be able to pay for and submit both forms after you provide your signatures.

# Getting Started: Reason for Applying

**STEP 8:** Select the reason you are applying

Select “**Renewal of permission to accept employment**”

**STEP 9:** Select “**Yes**” for “**Have you previously filed Form I-765?**”.

Use the **Additional Information** section of the online I-765 to provide details of your post-completion OPT and any other previous I-765 submissions if applicable.

I-765, Application for Employment Authorization

Getting Started ^

Basis of eligibility

**Reason for applying**

Preparer and interpreter information

About You v

Evidence v

Additional Information v

Review and Submit v

What is your reason for applying?

Initial permission to accept employment

Replacement of lost, stolen, or damaged employment authorization document or correction of my employment authorization document NOT DUE to US Citizenship and Immigration Services error

Renewal of permission to accept employment

Have you previously filed Form I-765?

Yes

No

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# Getting Started: Preparer

**STEP 10:** Answer “**No**” to “Is someone assisting you with completing this application?” unless an attorney, preparer, or interpreter is helping you file this application.

If you select **Yes**, the form will prompt you to provide information about the interpreter or preparer who is assisting you.

Note: Your ISA or other ETSU personnel **are not** considered an attorney, preparer, or interpreter

I-765, Application for Employment Authorization

Is someone assisting you with completing this application?

Yes

No

Getting Started ^

Basis of eligibility

Reason for applying

Preparer and interpreter information

About You v

Evidence v

Additional Information v

Review and Submit v

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# About You: Name

**STEP 11:** Enter your name as shown on your most recent passport

- If you have a middle name, we suggest writing both your first and middle name in the in the “Given Name” box

If you have used other names, either formally or informally, please say “**Yes**” and enter them on the application. This includes maiden names or nicknames

What is your current legal name?

Your current legal name is the name on your birth certificate, unless it changed after birth by a legal action such as marriage or court order. Do not provide any nicknames here.

Given name (first name) Middle name

John Jacob

Family name (last name)

Smith

Have you used any other names since birth?

Other names used may include nicknames, aliases and maiden names.

Yes  
 No

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Have you used any other names since birth?

Other names used may include nicknames, aliases and maiden names.

Yes  
 No

Provide the other names you have used.

Given name (first name) Middle name

J J

Family name (last name)

Smith

+ Add another name

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# About You: Contact Information

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Provide your US phone number and personal email address

We recommend using your personal email address, as you will lose access to your ETSU email after graduation

I-765, Application for Employment Authorization

Getting Started ▼

**About You** ▲

- Your name
- Your contact information**
- Describe yourself
- When and where you were born
- Your immigration information
- Other information

How may we contact you?

**Daytime telephone number**

**Mobile telephone number (if any)**

This is the same as my daytime telephone number.

**Email address**

# Mailing Recommendations

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- EADs are considered government documents that cannot be forwarded by the U.S. Postal Service (USPS).
- **Your U.S. Mailing Address** – This is the address where you will receive your application receipt, approval notice, and STEM OPT EAD.
- If you will move from your current residence in **less than 5 months**, you should use the U.S. address of a reliable friend or relative who can receive the card for you.
- **DO NOT USE** campus or University mailing addresses, as it will become inactive after graduation.
- Attempting to change the address midway through the STEM OPT application process can cause delays and be extremely disruptive, resulting in lost, or returned STEM OPT EADs.
- Alternatively, you may wish to consider using a U.S. Post Office address (known as a P.O. Box) if that is how you would prefer to receive your mail.
- Prior to completing your U.S. mailing address, verify your address with USPS:  
[https://tools.usps.com/go/ZipLookupAction\\_input](https://tools.usps.com/go/ZipLookupAction_input)
- Your U.S. Physical Address should be the address where you reside at the time of application. This address should match the address listed in your SEVIS record.

# About You: Mailing Address

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**STEP 12:** Write a U.S. mailing address where you will be able to receive documents for the next 3 to 4 months. This should **NOT** be the IES office address or other ETSU department address.

This does not necessarily need to be your current address; if it is **not** your current address, you can write the full name of the person whose address you are using in the “**In care of name**” box

What is your current U.S. mailing address?

We will use your current mailing address to contact you throughout the application process. We may not be able to contact you if you do not provide a complete and valid address. Please provide a U.S. address only.

In care of name (if any)

Address line 1

Street number and name

Address line 2

Apartment, suite, unit, or floor

City or town      State      ZIP code

# About You: Physical Address

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Select **"No"** if your physical/residential address is different than the mailing address you listed in the prior section

- Your current physical address should match the address listed in your SEVIS record.

Is your current mailing address the same as your physical address?

Yes  
 No

---

Where in the United States do you live?

Address line 1  
  
Street number and name

Address line 2  
  
Apartment, suite, unit, or floor

City or town      State      ZIP code

---



# About You: Biographical Information

**STEP 13:** Fill out your biographical information throughout the next section of the application

**\*IMPORTANT\***

Be sure to enter your date of birth in **month/day/year** format. Incorrect date of birth formatting is one of the most common EAD card errors.

**NOTE:** errors caused by incorrect information provided on Form I-765 will require an additional filing fee.

What is your gender?

Male

Female

What is your marital status?

Single

Married

Divorced

Widowed

Back Next

What is your city, town, or village of birth?

What is your state or province of birth?

What is your country of birth?

What is your date of birth?

MM/DD/YYYY

Back Next

# About You: Citizenship & Immigration Information

**STEP 14:** Continue to fill out your immigration information, using your I-94 and passport(s)

- To view and print your I-94 go to: <https://i94.cbp.dhs.gov/>

If you entered the U.S. on another status other than F-1 and completed a change of status with USCIS, write your last entered status for **“Status at last arrival.”**

Your current immigration status should be “F-1 student”

Enter your current SEVIS ID number. Your SEVIS ID is located at the top left corner of your I-20. Use the “Additional Information” section of the application to provide any previously used SEVIS ID numbers, if applicable

What is your country of citizenship or nationality?  
List all countries where you are currently a citizen or national.

[+ Add country](#)

What is your Form I-94 Arrival-Departure Record Number (if any)?

When did you last arrive in the United States?  
List your arrival date, place of arrival, and status at arrival.

Date of arrival

Place of arrival

Status at last arrival

What is the passport number of your most recently issued passport?

What is your travel document number (if any)?

What is the expiration date of your passport or travel document?

What country issued your passport or travel document?

What is your current immigration status or category?

What is your Student and Exchange Visitor Information System (SEVIS) Number (if any)?  
Use the “Additional Information” section to include all previously used SEVIS numbers.

[Back](#) [Next](#)

# About You: Other Information

---

**STEP 15** - Enter the USCIS # from your EAD card into the “**What is your A-Number?**” question

Your USCIS Online Account Number will pre-populate if you have already used your USCIS Online Account before.

- Check “**I do not have or know my USCIS Online Account Number**” if this is the first time you are using your USCIS Online Account.

The screenshot shows a web form with two main sections. The first section is titled "What is your A-Number?". It contains a checkbox labeled "I do not have or know my A-Number." Below this is a text input field containing the text "A-". The second section is titled "What is your USCIS Online Account Number?". It includes a paragraph of explanatory text: "Providing your unique USCIS Online Account Number (OAN) helps us manage your account. You may already have an OAN if you previously filed certain paper forms and received an Account Access Notice in the mail. You can find the OAN at the top of the notice; it is not the same as an A-Number." Below this text is another checkbox labeled "I do not have or know my USCIS Online Account Number." and a corresponding empty text input field.

# About You: Social Security Number

---

**STEP 16:** Select “**Yes**” and enter your Social Security number.

- If you do not have an SSN, see the next slide before selecting a response.

Select “**No**” to "Do You want the SSA to issue you a Social Security card?"

Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?

- Yes  
 No

---

What is your Social Security number (if known)?

---

Do you want the SSA to issue you a Social Security card?

- Yes  
 No

---

Back

Next

# About You: Social Security Number

---

If you **do not** have an SSN, answer **No**.

You may choose to allow the SSA to issue you an SSN. Note, SSNs are required for employment in the US. If you choose not to allow the SSA to issue you an SSN now, you will need to apply for one later.


Indicating **Yes** requires agreement to Consent for Disclosure and the birth names of your father and mother.

Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?

- Yes  
 No

Do you want the SSA to issue you a Social Security card?

- Yes  
 No

 You must agree to the Consent for Disclosure  
If you answer "Yes", you must also answer "Yes" to the Consent for Disclosure.

Consent for Disclosure: I authorize disclosure of information from this application to the SSA as required for the purpose of assigning me an SSN and issuing me a Social Security card.

- Yes  
 No

# Evidence

---

- Scan and upload clear and legible copies of required documents.
- Refer to the Document Formatting slide in this deck for upload requirements, including file size and file naming.
- List of required documents:
  - Recent US passport-style photo
  - Current I-94
  - Current EAD card (front and back)
  - Official transcript for eligible STEM degree
  - Institution accreditation, if applicable
  - Previously authorized CPT or OPT I-20s, if applicable
  - **New I-20 with STEM OPT recommendation on page 2**

# Evidence: Photos

**STEP 17:** Upload a recent color passport-sized photo that meets the [US passport specifications](#)

## [Example of Acceptable Passport Photos](#)

Caution: **Do not** use the same photo used with other applications or other documents such as your visa, passport renewal, or previous OPT/EAD application.

### 2 X 2 Photo Of You

Upload a recent color photograph of yourself that measures 2 inches by 2 inches, with your face measuring 1 inch to 1 3/8 inch from your chin to the top of your head. Your eyes should be between 1 1/8 inch and 1 3/8 inch from the bottom of the photo.

Make sure your whole face is visible, you are facing the camera directly, and the background is white or off-white. Your head must be bare, unless contrary to your religious beliefs.

If you need help understanding the photo requirements or want to resize, rotate, or crop your photo, you can use the Department of State's [photo composition tools](#). Please note that we cannot approve your application without your photos.

#### File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, or PNG
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

Choose or drop files here to upload

File upload link button

BackNext

# Evidence: I-94

**STEP 18:** To view and print your digital I-94 go to: <https://i94.cbp.dhs.gov/>

If you have a paper I-94, you must obtain a clear image of it and upload it to the application

- **DO NOT** upload the Travel History

**NOTE:** if you changed your status to F-1 while inside the United States (through a USCIS I-539 form), then your I-94 will be located on the bottom of your I-797 F-1 approval notice

### I-94, Arrival And Departure Record

Upload a copy of one of the following:

- Your Form I-94, Arrival-Departure Record (front and back);
- A printout of your electronic Form I-94 ; or
- Your passport or other travel document.

If you were admitted to the United States by CBP at an airport or seaport after April 30, 2013, CBP may have issued you an electronic Form I-94 instead of a paper Form I-94. You may visit the [CBP website](#) to obtain a paper version of an electronic Form I-94. CBP does not charge a fee for this service. Some travelers admitted to the United States at a land border, airport, or seaport, after April 30, 2013, with a passport or travel document, who were issued a paper Form I-94 by CBP, may also be able to obtain a replacement Form I-94 from the CBP website without charge.

If your Form I-94 cannot be obtained from the CBP website, it may be obtained by filing [Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Record](#), with USCIS. USCIS does charge a fee for this service.

#### File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF, or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

[Choose](#) or drop files here to upload

---

[Back](#) [Next](#)



# Evidence: EAD Card or Government ID

**STEP 19:** Upload the following:

- 1) Upload your last EAD card (front and back)**
- 2) Image of your most recent passport.** You only need to upload the 1 page showing your biographical information and picture of yourself. The bottom numbers ([Machine Readable Zone](#)) must be visible.
- 3) Image of your F-1 visa.** If you do not have a F-1 visa, upload your I-797 F-1 approval notice. Canadian students will not have F-1 visas.
- 4) ALL previous EAD cards,** front and back, regardless of degree level

### Employment Authorization Document Or Government ID

Upload a copy of your last Employment Authorization document (EAD) (front and back). If you were not previously issued an EAD, you must upload a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.

#### File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF, or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

[Choose](#) or drop files here to upload

BackNext

# Evidence: Previous I-20s

---

**STEP 20:** Upload a copy of all **PREVIOUSLY** issued CPT or OPT I-20s.

- If you are not sure or think you are missing an old I-20, contact your international advisor.

If you **did not** have CPT or other OPT authorization in the past, skip this step.

## Post-Completion CPT Or OPT

Upload evidence of any previously authorized CPT or OPT and the academic level at which it was authorized.

### File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF, or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

**Choose** or drop files here to upload

# Evidence: STEM OPT I-20

## STEP 20: PAUSE! Do you have the STEM OPT I-20?

- If you **did not** receive the STEM OPT I-20, contact your international advisor.

Upload your new STEM OPT I-20 with the STEM OPT recommendation on page 2.

**DO NOT** upload any other I-20 here—**only upload the new STEM**

Ensure you have **printed and signed** the STEM OPT I-20 on the correct line on page 1.

- Digital or electronic student signatures **are not** accepted.

**DO NOT** submit the I-765 without your new STEM OPT I-20!

Submit the I-765 **within 60 days** of IES recommending STEM OPT in your SEVIS record.

The screenshot displays the 'I-765, Application for Employment Authorization' interface. On the left, a navigation menu includes 'Getting Started', 'About You', 'Evidence', 'Additional Information', and 'Review and Submit'. The 'Evidence' section is expanded, listing '2 x 2 photo of you', 'Form I-94', 'Employment Authorization Document', 'Form I-20', 'College degree', and 'Institution accreditation'. The main content area is titled 'I-20, Certificate Of Eligibility For Nonimmigrant Student Status' and contains instructions: 'Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.' Below this is a 'File requirements' section with a bulleted list: 'Clear and readable', 'Accepted file formats: JPG, JPEG, PDF, TIF, or TIFF', 'No encrypted or password-protected files', 'If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.', 'Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses', and 'Maximum size: 6MB per file'. A dashed box contains the text 'Choose or drop files here to upload'. At the bottom, there are 'Back' and 'Next' buttons.

# Evidence: Degree & Transcripts

**STEP 21:** Upload the images of your diploma and recent transcripts (**that notates your earned degree**) on this page

I-765, Application for Employment Authorization

Getting Started ▾

About You ▾

**Evidence** ▲

2 x 2 photo of you

Form I-94

Employment Authorization Document

Form I-20

**College degree**

Institution accreditation

Additional Information ▾

Review and Submit ▾

## College Degree

Upload evidence the degree that is the basis for the STEM OPT extension is in one of the degree programs currently listed on the [STEM Designated Degree Program List](#) or a copy of your prior STEM degree.

## File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

[Choose](#) or drop files here to upload

# Evidence: Institutional Accreditation

## STEP 22 - Institution Accreditation

If you are applying for STEM based on a prior degree (i.e. a degree that is **different** from the one you used to apply for your most recent post-completion OPT), you will need to provide 1) proof of the institutional educational accreditation and 2) proof of the institutional SEVP accreditation of the school that awarded you that diploma. This is very rare.

**If this does NOT apply to you, there is nothing to upload here.**

If this applies to you, please contact your International Student Advisor

### Institution Accreditation

Upload evidence that the institution that granted your STEM degree is currently accredited by the U.S. Department of Education and certified by the Student Exchange and Visitor Program (SEVP), if this STEM OPT extension is based on a previously earned STEM degree.

#### File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF, or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Accepted characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

[Choose](#) or drop files here to upload

Back

Next

# Additional Information

---

**STEP 23** - If you need to provide any additional information for any of your answers to the questions on the application, enter it into the “Additional Information” section. You should include the questions that you are referencing (Section, Page, Question, etc).

If you do not need to provide any additional information, you may leave this section blank.

**Examples shown on the next slides**

### Additional Information

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

**Section**

**Page**

**Question**

**Additional information**

0/500

**Save response** **Cancel**

# Additional Information

## Example 1: Previous OPT authorization

- **Section:** Select **Getting Started**
- **Page:** Select **Reason for applying**
- **Question:** Select **Have you previously filed Form I-765?**
- **Additional information:** Enter OPT authorization, degree level, dates of authorization, and SEVIS ID.
- Add additional information for any additional submissions of the I-765 application.

I-765, Application for Employment Authorization

Getting Started ▾

About You ▾

Evidence ▾

**Additional Information** ▲

Additional information

Review and Submit ▾

**Additional Information**

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

**Section**

Getting Started ▾

**Page**

Reason for applying ▾

**Question**

Have you previously filed Form I-765? ▾

**Additional information**

Post-completion OPT, [Degree level: Bachelor's, Master's, PhD, etc.], [Enter approved OPT start and end date], SEVIS ID.]

120/500

**Save response** **Cancel**

# Additional Information

## Example 2: Details of eligible STEM degree

- **Section:** Select **Getting Started**
- **Page:** Select **Basis of Eligibility**
- **Question:** Select **Degree**
- **Additional information:** You may wish to provide the name of your major or degree as it is listed on your official transcript if you feel it is helpful.

I-765, Application for Employment Authorization

Getting Started ▾  
About You ▾  
Evidence ▾  
**Additional Information** ▲  
Additional information  
Review and Submit ▾

**Additional Information**  
If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.  
If you do not need to provide any additional information, you may leave this section blank.

**Section**  
Evidence ▾

**Page**  
Previously authorized CPT or OPT ▾

**Question**  
Previously authorized CPT or OPT ▾

**Additional information**  
Previous CPT or OPT authorization, include:  
- Start and End dates of authorization  
- Degree level during CPT or OPT authorization  
- Indicate if CPT or OPT was full-time or part-time

181/500

Save response Cancel



# Additional Information

## Example 3: Previous SEVIS ID number(s)

- **Section:** Select **About You**
- **Page:** Select **Your immigration information**
- **Question:** Select **What is your Student and Exchange Visitor Information (SEVIS) Number (if any)?**
- **Additional information:** Enter previous SEVIS ID number, name of associated institution, degree level, and program dates.

I-765, Application for Employment Authorization

Getting Started ▾

About You ▾

Evidence ▾

**Additional Information** ▲

Additional information

Review and Submit ▾

**Additional Information**

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

**Section**

About You ▾

**Page**

Your immigration information ▾

**Question**

What is your Student and Exchange Visitor Inform... ▾

**Additional information**

Previous SEVIS ID Number

25/500

**Save response** Cancel

# Review Application

---

Review any system alerts or warnings and make any needed corrections.

Changes **cannot** be made after the form is submitted.

## Check your application before you submit

We will review your application to check for accuracy and completeness before you submit it.

We encourage you to provide as many responses as you can throughout the application, to the best of your knowledge. Missing information can slow down the review process after you submit your application.

You can return to this page to review your application as many times as you want before you submit it.

## Your fee

 Your form filing fee is: \$410

Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.

## Alerts and warnings

 We found no alerts or warnings in your application

# Review Application: Summary

## Your application summary

Review responses and ensure all required fields are completed.

A form summary can be printed.

A PDF of the I-765 form completed with your responses and a summary of uploaded evidence can be generated by clicking **View draft snapshot**.

The screenshot shows a web interface for reviewing an I-765 application. On the left is a navigation menu with the following items: 'I-765, Application for Employment Authorization', 'Getting Started' (with a downward arrow), 'About You' (with a downward arrow), 'Evidence' (with a downward arrow), 'Additional Information' (with a downward arrow), 'Review and Submit' (with an upward arrow), and 'Review your application'. The main content area is titled 'Review the I-765 form information' and includes a 'Print' icon. The text in the main area reads: 'Here is a summary of all the information you provided in your application. Make sure you have provided responses for everything that applies to you before you submit your application. You can edit your responses by going to each application section using the site navigation.' A red rectangular box highlights a message: 'We also prepared a draft case snapshot with your responses, which you can download below.' Below this message is a link that says 'View draft snapshot' with a document icon.

# Statement

---

Confirm you understand English and all questions on the form.

**Applicant's statement**

You must read and agree to the statement below.

I can read and understand English, and have read and understand every question and instruction on this application, as well as my answer to every question.

---

[Back](#) [Next](#)

# Signature

Read and confirm you have read and agree to the applicant's statement.

Provide your digital signature by typing your **full legal name**.

You will not be able to make any changes once signed!

The screenshot displays the USCIS I-765 Application for Employment Authorization page. The page is titled "I-765, Application for Employment Authorization" and includes a navigation menu on the left with options: "Getting Started", "About You", "Additional Information", and "Review and Submit". The "Review and Submit" section is expanded, showing "Your application summary", "Your statement", and "Your signature". The main content area is titled "Applicant's Declaration and Certification" and contains the following text:

You must read and agree to the certification below. If you knowingly and without being so advised or notified do not submit a false statement with your application, we can deny your application and may deny any other immigration benefits. You may also face criminal prosecution and penalties provided by the law.

Copies of any documents I have submitted are exact photocopies of unaltered, original documents, and I understand that USCIS may require that I submit original documents to USCIS at a later date. Furthermore, I authorize the release of any information from any and all of my records that USCIS may need to determine my eligibility for the immigration benefits that I seek.

I furthermore authorize release of information contained in this application, in supporting documents, and in my USCIS records, to other entities and persons where necessary for the administration and enforcement of U.S. immigration law.

I understand that USCIS may require me to appear for an appointment to take my biometrics (fingerprints, photograph, and/or signature) and, at that time, if I am required to provide biometrics, I will be required to sign an oath reaffirming that:

- 1) I reviewed and understood all of the information contained in, and submitted with, my application; and
- 2) All of this information was complete, true, and correct at the time of filing.

I certify, under penalty of perjury, that all of the information in my application and any document submitted with it were provided or authorized by me, that I reviewed and understood all of the information contained in, and submitted with, my application and that all of this information is complete, true, and correct.

I have read and agree to the applicant's statement.

You must provide your digital signature below by typing your full legal name. We may deny your application if you do not completely fill out this application or fail to submit required documents. We will record the date of your signature with your application.

[Signature field]

# Payment

**IMPORTANT:** Once your payment has been successfully received, your application will be filed!!

- You **cannot** change or edit your I-765 application responses after payment has been submitted. The USCIS fee is non-refundable.

Once you are ready, the system will direct you to pay.gov, a US government payment site.

- You will be able to pay the application fee using a US credit / debit card or through an ACH transfer (direct withdrawal) from your US checking account.


Make sure to double-check that you have entered your debit/credit card number correctly.

**Pay for and submit your application**

The final step to submit your Form I-765, Application for Employment Authorization, is to pay the required fee.

Your application fee is: **\$410.**

Refund Policy: By continuing this transaction, you agree that you are paying for a government service and that the filing fee, biometric services fee and all related financial transactions are final and not refundable, regardless of any action USCIS takes on an application, petition or request, or how long USCIS takes to reach a decision. You must submit all fees in the exact amounts.



We will send you to Pay.gov — our safe and secure payment website — to pay your fees and submit your form online.

Here are the steps in the payment and submission process:

1. Provide your billing information on Pay.gov
2. Provide your credit card of U.S. bank account information
3. Submit your payment

When you have paid your fee, your form will be submitted.

Pay.gov will redirect you to a uscis.gov confirmation screen, which will include your receipt number. Please keep a copy of your receipt number for your records. You can track the status of your application through your USCIS online account.

**Pay and submit**

# Payment: Without Premium Processing

---

After you agree to the applicant statement, you will be directed to [pay.gov](https://pay.gov), a secure government portal

Check the fee amount: <https://www.uscis.gov/i-765>

Pay by ACH withdrawal, or debit/credit card

- ACH withdrawals require bank and routing information, and must be from a US financial institution
- Call your credit card company to alert them of this upcoming charge, to prevent blocked payment processing

Enter payment information

When you hit continue, the payment for your application will be submitted and the “I-765 Application for Employment Authorization” is considered filed immediately

# Payment: With Premium Processing

---

If you selected “**YES**” to premium processing, review the message about your application and additional I-907 fee

Finish the I-765 and continue to the I-907

**By finishing this form, your Form I-765 will be locked and no further changes can be made.** Please make sure that the information on your Form I-765 is complete and accurate before continuing. If you need to make any edits after finishing, you will need to create a new Form I-765.

Next, you will continue to Form I-907. Once you complete Form I-907, you can pay for and submit both forms at the same time.

Back

Finish and continue



# After Submission

You will receive your USCIS receipt number shortly after paying and submitting your case.

Click Go to my cases to see case information including status, history, and documents.

USCIS processing times vary but expect about 90-100 days.

You may continue working in the US for up to **180 days** while your I-765 is pending with USCIS as long as you submitted your application no later than your post-completion OPT end date.

I-765 Application for Employment Authorization  
Submitted on April 13, 2021 | Receipt #  
View PDF ▼

Case status | Case history | **Documents**

### USCIS Notices

File	Date Sent
<a href="#">Receipt Notice.pdf</a>	April 13, 2021

### Your uploads

You may upload additional evidence that you believe may assist USCIS in adjudicating your request. USCIS will consider the timeliness and relevance of unrequested evidence when making a decision.

File	Document
------	----------

### Unsolicited evidence

Unsolicited evidence is any additional information or evidence that we did not request from you. USCIS will consider the timeliness and relevance of this information when making a decision.

[Upload evidence](#)

# After Submission

## Helpful features of USCIS online account

Your receipt notice is available to print. A hardcopy will be mailed to the mailing address entered in the I-765.

Additional notices available through account:

- Biometrics notice if applicable
- Request for Evidence (RFE)
- PDF of submitted I-765 form
- Decision notice

Track the status and history of your application. Upload additional evidence not requested by USCIS such as copies of all previously issued I-20s.

Sign up through account profile to receive case updates via email or text.

I-765 Application for Employment Authorization  
Submitted on April 15, 2021 | Receipt #  
View PDF

Case status | Case history | Documents

USCIS Notices

File	Date Sent
Receipt Notice.pdf	April 15, 2021

Your uploads

You may upload additional evidence that you believe may assist USCIS in adjudicating your requested. USCIS will consider the timeliness and relevance of unrequested evidence when making a decision.

File	Document
------	----------

Unsolicited evidence

Unsolicited evidence is any additional information or evidence that we did not request from you. USCIS will consider the timeliness and relevance of this information when making a decision.

Upload evidence