

Collin College International Students Office



Post-Completion OPT FAQ

What is Post-Completion OPT? Students completing their degree in the U.S. may apply for up to 12 months of work authorization related to their major called Post-Completion Optional Practical Training (OPT). OPT is a benefit of the F-1 status.

Who can apply?

F-1 students who are in valid status and have/will completed an associate's degree in the current semester. Students who have not completed one academic year or have had a previous OPT at the same educational level or higher are not eligible.

When can I apply for Post-Completion OPT?

Students may apply up to 90 days before they graduate or into their 60-day grace period. Applications for OPT must be received by USCIS before the end of the 60-day grace period to be approved.

When can I start working?

You can work beginning on the start date of the Employment Authorization Document issued when OPT is approved. You can request a start date within your 60-day grace period. It takes USCIS 90-120 days to process OPT applications, and they will often move start dates to reflect their processing times. It is important not to start working until you have received your EAD card showing your official OPT start date.

Am I required to work while I am on Post-Completion OPT?

Yes, students are required to maintain and report fulltime (over 20 hours) employment related to their major area of study to remain in valid F-1 status. Students have a 90-day unemployment period during OPT.

Am I allowed to stay in the U.S. while my application for OPT is in pending status, even if my 60-day grace period has ended? Yes, you are allowed to stay in the U.S. if your application is in pending status with USCIS.

Where can I find more information? See the OPT Presentation here: <https://sway.office.com/IYsuTUFmI6E8LDGH>

Process of Applying for Post-Completion OPT

1. Gather and Submit required documents to ISO
2. Pick up OPT I-20 Packet from ISO
3. Mail complete OPT application to USCIS
4. Receive Receipt Notice from USCIS-*Check Date of Birth and Spelling of Name, Contact USCIS with any errors*
5. Receive EAD (Employment Authorization Document)- Email copy to iso@collin.edu

Requirements for the application:

- Two recent American passport-style photos- *Write last name and I-94 number on back*
- Money Order for I-765 filing fee, made payable to Department of Homeland Security (<https://www.uscis.gov/i-765>)
- Form G-1145
- Form I-765, using the code: "(c) (3) (B)" for item 27
- Copy of OPT I-20 and SEVIS CPT page, if applicable
- Copy of passport bio page
- Copy of visa page
- Copy of I-94
- Copy of any previous EAD card(s)
- ISO Post-Completion OPT Request Form
- Approved Petition to Graduate- *Complete with ISO.*

Student will mail the OPT application after review. Processing at USCIS may take 3 months from receipt.

Collin College International Students Office



Post-Completion OPT Application

Students must complete ALL questions, and submit with required documents in-person to ISO (G-103, Plano).

Passport Name: _____

Major: _____

CWID: _____

Graduation Semester: _____

SEVIS Number: _____

Date of Birth: _____

Have you had a previous CPT? Yes ___ No ___ If yes, (_____) Semester/ (_____) Year

Post-Completion OPT Requested Dates- Pick a start date within your 60- day grace period. The end date is one year minus one day. Please note, USCIS takes 90-120 days to process OPT applications. This is a requested date and USCIS may change the dates based on their processing times. USCIS will not extend the end date past one year from the 60-day grace period.

Graduation Semester	Possible OPT Start Dates (60 day Grace Period)
Spring 2020	05/18/2020-07/16/2020
Summer 2020 (Summer 1 Term)	07/10/2020- 09/07/2020
Summer 2020 (Summer 2/3 Terms)	08/17/2020- 10/15/2020

OPT Requested Start Date: ___ / ___ / ___
MM DD YY

OPT End Date: ___ / ___ / ___
MM DD YY

Please initial by each statement:

- _____ I understand it is my responsibility to submit (mail) a complete and accurate OPT application for processing up to 90 days before graduation or before end of 60-day grace period.
- _____ I understand that my OPT application must be received by USCIS within 30 days of the OPT I-20.
- _____ I understand that I am required to obtain, maintain, and report all employment during OPT. I am required to work over 20 hours per week in my field of study.
- _____ I understand that I have a 90- day unemployment period, beginning with the start date of the EAD card, and I must report employment before the end of this period to maintain status.
- _____ I understand that it is my responsibility to check the receipt notice for the spelling of the name and date of birth. If these are incorrect, I must email iso@collin.edu immediately.
- _____ I understand that I must email iso@collin.edu a copy of my EAD card and I-797 approval notice.
- _____ I understand that I can only work on days indicated on the EAD card. I must have the EAD card to work.
- _____ I understand that I must report any changes in employment, address, phone number, or email within 10 days of any change, using my SEVP portal account or emailing the reporting form iso@collin.edu.
- _____ I understand it is not recommended to travel internationally during OPT. If I decide to travel, I must have the following: valid passport with 6 months' validity, valid visa, OPT I-20 with travel signature, EAD card (if approved) or receipt notice (if pending), proof of employment or employment pending.

Signature: _____

Date: _____