OPT-X Reporting Obligations Form

F-1 Alumni applying for STEM OPT Extension must abide by the following Reporting Obligations:

**Six-month Validation Reports:** I must submit an OPT-Self Report on ISSSO website on my scheduled validation reporting dates even if I don’t have any personal or employment changes.

**(Please fill out prior to submission):**
- Reporting Date #1: ___________________(This is the first day after your Post-OPT expires)
- Reporting Date #2: ___________________(6 months after date #1)
- Reporting Date #3: ___________________(6 months after date #2)
- Reporting Date #4: ___________________(6 months after date #3)
- Reporting Date #5: ___________________(last day of OPT-Extension, 24months)

**When You Should Immediately Notify ISSSO:** I must submit an OPT-Self Report on ISSSO website for any of the events within 5 business days:
- Any time there is a “material change” in the terms and conditions of the original I-983. An updated I-983 would be required to submit. This would include, but not limited to the decrease in hours of work, decrease in pay, changes to work location, or the training plan.
- Termination of practical training experience or employer non-compliance.
- Beginning a new practical training opportunity with a new employer. A new form I-983 must be filled out and submitted to ISSSO upon the new start date and a completed evaluation on page 5 of I-983 from your prior company.

**I-983 Evaluations:** I must submit the I-983 yearly and final evaluations to ISSSO within 5 business days:
- After 12 months of the STEM OPT start, no matter how long I have worked for the company, and;
- Final evaluation at the end of the OPT-X period or upon a change of status approval date.

You are responsible for conducting self-evaluations and obtaining the necessary signatures on the I-983 and submitting the evaluations to ISSSO. For detailed information, please visit STEM OPT Hub.

**Regarding work authorization:**
- I will only work the dates listed on my EAD card* (exceptions may exist on a case-by-case basis. See ISSSO for details and additional authorizations if on OPT-X; see your immigration attorney if under H1-B Cap-Gap).
- I will only accept employment directly related to my major area of study.
- I will only work for companies that are enrolled in E-verify as a requirement for OPT-X

**Regarding transitions:**
- I will obtain a new I-20 for any new degree program and contact ISSSO for assistance should I choose to pursue a new degree in the U.S.
- I will notify ISSSO by completing the OPT Self-Report in the event I change my status or decide to permanently leave the country prior to the ending date of my OPT-X.

**Regarding other requirements:**
- I will not attend school part-time or full-time in a degree seeking program while on OPT-X.
- I understand I can only accumulate 150 days of unemployment during the entire duration of my OPT and OPT STEM Extension (≤90 days for first 12 months of OPT, an additional 60 days for 24 month OPT-X). Exceeding these amounts may result in a violation of my F-1 status.

I, (legibly print your name) __________________________________________, have read and understand my obligations as an F-1 student on optional practical training STEM extension (OPT-X).

Signature: __________________________________ PS ID #: _______________ Date: _______________
After I Submitted My OPT-X Application Online to USCIS, NOW WHAT?

WHILE WAITING FOR A RESPONSE ✅
- By submitting your application online, you should receive your online receipt notice shortly after to download. You will receive the original receipt by mail 2-3 weeks later. The receipt notice can be used by your employer to extend your work authorization up to 180 days after your OPT ends and you're still pending for a decision by USCIS.
- You can track your case by logging into your online account after filing your application.
- Normal processing times are from 45-90 days.

AFTER RECEIVING YOUR CARD ✅
- Email your original EAD card to ISSSO. Make sure it is a clear picture-quality-photocopy of the EAD card (front & back). Email to: sevis@central.uh.edu and include your Student ID #.
- Report to ISSSO any changes of name or address or any interruption of employment within 5 business days. (Keep all reporting appointments and submit these changes through ISSSO website.)
- Follow the requirements for any I-983 updates and evaluations on page 5 of the form.
- At the end of your OPT-X you have a 60 day grace period to file for a change in your status, receive a new I-20, or depart the U.S.

I AM ON STEM OPT EXTENSION (OPT-X), NOW WHAT?

WHAT YOU NEED TO KNOW:
- You are still in F-1 Status (OPT is a benefit, not a new status).
- Do not attend school for a new degree program part-time or full-time while you are on OPT/OPT-X.
- Obtain a new I-20 before you start any new degree program.
- Always check with ISSSO first if you have questions about your status.
- You are only allowed a total of 150 days unemployment while on OPT and STEM OPT Extension (≤ 90 days during the first 12 months, ≤60 during the 24 months for OPT-X). Unemployment exceeding these amounts may result in violation of your F-1 status.

WHAT YOU NEED TO DO:
- You are responsible for submitting your application to USCIS in a timely manner. Your application must be completed and paid for WITHIN 60 Days from your OPT-X recommendation I-20 issuing date.
- Submit to ISSSO a copy of your EAD card after you receive it.
- Actively search for employment. University Career Services (https://uh.edu/ucs/) can help you maximize your job search, resume, and interview skills.
- Any time your personal information changes, update ISSSO within 10 calendar days.
- Abide by the OPT-X Reporting Obligations.
- Submit ISSSO your employment information including employer name & address, supervisor name & contact information, job title/position, and the duration of your employment.*
- Submit a new I-983 each time employment changes, and annual evaluations.

*According to the federal regulations [8 CFR 214.(f)], F-1 students are responsible for reporting the address, employer’s name and address, and any periods of employment and unemployment while on OPT. ISSS is responsible for updating the student’s SEVIS record to reflect these changes. This reporting requirement is an on-going requirement.