



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 working 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 working 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 HI-B Cap-Gap).*
- I will only accept employment directly related to my major area of study for a minimum of 20hrs per week.*
- I will only work for companies that are enrolled in E-verify as a requirement for OPT-X and who has completed and signed an I-983 training plan.*

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 or certificate 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 ☑

- Submit your original EAD card to ISSSO. Make sure it is a clear photocopy of the EAD card (front & back). Upload it to the OPT/X self-report portal. Link: <https://uh.edu/oisss/opt-details/opt-self-report-form/>
- Report to ISSSO any changes of name or address or any interruption of employment *within 5 working days*.** (Keep all reporting appointments and submit these changes through ISSSO OPT/X self-report portal.
- Follow the requirements for any I-983 updates and evaluations on page 5 of the form.
- At the end of your OPT-X period you have a 60-day grace period to file for a change in status, receive a new I-20 (transfer or change of educational level), 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 or certificate program part-time or full-time while you are on 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.
- Actively search for employment if unemployed. 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. ISSSO is responsible for updating a student's SEVIS record to reflect these changes. This reporting is an on-going requirement.