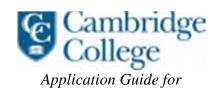


Request for OPT Recommendation

PLEASE NOTE: The completed form must be returned to the International Student Office prior to applying for Optional Practical Training (OPT) work benefit.

First Name:	Last Name:	
Email:		ID Number:
in the United States, so long as the stugraduating. For graduate students wi	ident has been enrolled at that i ho have completed all required PT may be authorized. The stude	pleting a degree at an institution of higher education institution for at least one full academic year prior to coursework but have an Independent Learning Project ant will have the duration of his/her OPT or the timehe pending research project.
SECTION I: Student's verificati	ion.	
☐ I am applying for post-comp coursework, and that my ILP	-	that I have completed all required ling or complete.
coursework and will not be gr	aduating this term. I unde	that I have NOT completed all required erstand that pre-completion OPT can be part to by one month for every two months of pre
SECTION II: Academic advis	sor recommendation.	
A request for OPT recommendo review your plans with your a		by the student's academic advisor. Please complete the following section.
As this student's academic advistudent, upon completion of the	-	reviewed this student's academic record. This ne is currently registered:
$\hfill\Box$ meets all requirements for gr	aduation and will receive	his/her degree upon completion of the:
□ Fall 20	□ Spring 20	□ Summer 20
□ is still pending completion of	the ILP/IRP/Capstone, b	ıt will have met all coursework
requirements aside from the	ILP/IRP/Capstone by the	end of:
□ Fall 20	□ Spring 20	□ Summer 20
Note: One of the above options MUST	be completed in order for the fo	orm to be accepted. Do not leave these options blank!
Academic Record reviewed by	(print name):	
Signature		SSSSSSSS_8U\
Email address:		Telephone:
Notes:		



Optional Practical Training

In order to apply for Optional Practical Training, please gather and submit the following documents to the International Student Office at Cambridge College. We will review your documents before you send them out to ensure that you are not missing any information. Submitting an incomplete OPT application can lead to processing delays, which can delay receipt of your EAD card.

Required documents:

Described you will complete your program by your entisingted graduation date
□ Proof that you will complete your program by your anticipated graduation date.
□ Two 2x2 inch color passport photos dated no older than 30 days
□ A check in the amount of \$410 , made payable to "U.S. Department of Homeland Security"
□ *Application for Employment Authorization (Form I-765)*
□ *OPT recommendation I-20 (issued at the International Student Office)*
□ Your current passport
□ Your most recent visa
□ Your I-94 card
□ ALL previous I-20s you've had in the U.S. Contact your previous schools for photocopies if
vou've lost the original!

When to apply:

Please plan to apply for OPT two to three months before you plan to graduate. **DO NOT** apply earlier or your application will be rejected. You may apply up to 60 days after your program end-date, as listed in the Academic Calendar. Applications received after your 60-day grace-period may be rejected by the USCIS. You may apply even if your ILP, IRP, or capstone is incomplete.

How to select your requested OPT start-date:

You may select any date between 90 days prior to your graduation date and 60 days after your graduation date. Please be aware that you will accrue unemployment days after your OPT start-date if you do not have a job. We recommend selecting a start-date at least one month after your program end-date if you do not have employment pre-arranged. This will allow you some time to apply for and obtain a job.

We strongly recommend that you begin looking for employment prior to your program end-date, as it is impossible to predict the amount of time it will take to find a job after graduation.

IMPORTANT: During the OPT process, the ISO advisor will review your application and will issue your requested OPT I-20. Please review your I-765 and required documents CAREFULLY before mailing your OPT application to USCIS. Any errors could result in a delay or even a denial of your application. **Please note that the ISO is not responsible for any errors made on your application**.

^{*} These documents will be provided to you by the International Student Office when you apply for OPT. You do not need to bring these items with you.