Sample I-765 for 24 month STEM OPT

Important: The HIO provides general guidance on your OPT/STEM OPT application based on information obtained from reliable sources and reflecting our years of experience in working with students. We make every attempt to ensure that we provide you with the most up to date information available. Any advice provided to you by our office (as well as the information in this packet) does not constitute legal advice, however. The OPT application is a personal application for which you are responsible; the application preparation and USCIS case decision will vary depending on the facts at issue in your particular case. The HIO does its best to provide you with the most current guidance, but please be mindful that USCIS may change its interpretation of these policies, procedures, regulations, and eligibility requirements at any time. The HIO is not responsible for any errors or omissions, or for the results obtained from USCIS.

ONLY access and download the I-765 Form directly via the USCIS website: https://www.uscis.gov/i-765

- Make sure that you are filling in the most recent version of the I-765.
- Before filing in the I-765, please download it from USCIS’s website and open the PDF document in Adobe so you can type into all fields; completing the document in preview mode has created issues for students.
- Mac users - do not attempt to fill in the form using preview. Always use Adobe to fill in the PDF.
- At this time, the HIO strongly discourages the use of USCIS’s online filing system for Form I-765 OPT applications while we gather further information on its efficacy and functionality.

Start Here

⚠️ Type or print in black ink

Part 1

Select 1.c., unless you are filing for a replacement EAD card

Part 1. Reason for Applying

I am applying for (select only one box):

1.a. Initial permission to accept employment.
1.b. Replacement of lost, stolen, or damaged employment authorization document, or correction of my employment authorization document NOT DUE to U.S. Citizenship and Immigration Services (USCIS) error.

Note: Replacement (correction) of an employment authorization document due to USCIS error does not require a new Form I-765 and filing fee. Refer to Replacement for Card Error in the What is the Filing Fee section of the Form I-765 Instructions for further details.

1.c. Renewal of my permission to accept employment. (Attach a copy of your previous employment authorization document.)

Part 2

Part 2. Information About You

Your Full Legal Name

1.a. Family Name (Last Name) Doe
1.b. Given Name (First Name) Jane
1.c. Middle Name

Reminder: If you need more space to type one or more of your answers, please refer to page 9 of these instructions for guidance. Page 7, Part 6 of the I-765 is for additional, or overflow information that you might need to disclose to USCIS in your application.
Part 2. Information About You (continued)

Your U.S. Mailing Address

5.a. In Care Of Name (if any) 

5.b. Street Number and Name


5.d. City or Town 

5.e. State ▼ 5.f. ZIP Code (USPS ZIP Code Lookup)

6. Is your current mailing address the same as your physical address? □ Yes □ No

NOTE: If you answered “No” to Item Number 6., provide your physical address below.

U.S. Physical Address

7.a. Street Number and Name 


7.c. City or Town 

7.d. State ▼ 7.e. ZIP Code 

Other Information

8. Alien Registration Number (A-Number) (if any) ▶ A-

9. USCIS Online Account Number (if any) ▶ None

10. Gender □ Male □ Female

11. Marital Status
   □ Single □ Married □ Divorced □ Widowed

12. Have you previously filed Form I-765? □ Yes □ No

13.a. Has the Social Security Administration (SSA) ever officially issued a Social Security card to you? □ Yes □ No

NOTE: If you answered “No” to Item Number 13.a., skip to Item Number 14. If you answered “Yes” to Item Number 13.a., provide the information requested in Item Number 13.b.

U.S. Mailing Address- Where you want to receive your STEM OPT receipt, approval notice and STEM OPT EAD.

Notes:
- Your mailing address should be valid for at least 5 months into the future. If not, you should use a trusted friend or relative's U.S. address that can receive the card for you. You may also list a U.S. Post Office Box address if that is how you receive your mail. EADs are considered government documents and cannot be forwarded by the U.S. Postal Service.
- You should verify this mailing address with the U.S. Postal Service: tools.usps.com/go/ZipLookupAction_input

Part 2. Information about you (continued):

- Item 5.a.: If you need to use your friend's or relative's U.S. address, please write their name in Item 5.a. If not, please leave Item 5.a. blank.
- Item 5.b.-5.e.: Continue to fill in with the mailing address.
- Item 5.f.: You need to enter the full zip code plus four digits (xxxxx-xxxx). You must handwrite the four digits following your zip code in item 5.f. To verify your full zip code with the U.S. Postal Service use: tools.usps.com/go/ZipLookupAction_input or click on the USPS ZIP Code Lookup link in the I-765 Form.
- Item 6.: Check "yes" if you are using your own U.S. mailing address and if it is your current residential address. If you listed a friend's name and address in Item 5.a.-5.f., check "No".
- Item 7.a.-7.e.: if you check "yes" in Item 6, you can leave the fields blank. If not, you need to complete the fields with your current address. USCIS will not mail documents here, and it is ok if this will change over the course of your application process.
- Item 8.: You will find your A-Number on your current Post-Completion OPT EAD card. The number on the card is called a "USCIS number."
- Item 9.: Enter "None".
- Item 10.-11.: These items are self-explanatory, Please fill in the correct information.
- Item 12.: Check "Yes".
- Item 13.a.: Check "Yes."
13.b. Provide your Social Security number (SSN) (if known).

14. Do you want the SSA to issue you a Social Security card? (You must also answer “Yes” to Item Number 15, Consent for Disclosure, to receive a card.)

☐ Yes  ☐ No

NOTE: If you answered “No” to Item Number 14, skip to Part 2, Item Number 18.a. If you answered “Yes” to Item Number 14, you must also answer “Yes” to Item Number 15.

15. 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

NOTE: If you answered “Yes” to Item Numbers 14. - 15., provide the information requested in Item Numbers 16.a. - 17.b.

Father's Name
Provide your father's birth name.

16.a. Family Name (Last Name)  N/A
16.b. Given Name (First Name)  N/A

Mother's Name
Provide your mother's birth name.

17.a. Family Name (Last Name)  N/A
17.b. Given Name (First Name)  N/A

Your Country or Countries of Citizenship or Nationality
List all countries where you are currently a citizen or national. If you need extra space to complete this item, use the space provided in Part 6. Additional Information.

18.a. Country

18.b. Country

- **Item 13b.** Enter your Social Security Number (SSN).
- **Item 14.** Check "No".
- **Item 15.** Skip this item.
- **Items 16.a-17.b.** Enter N/A in each item.
- **Items 18.a.-18.b.** List your country of citizenship as it appears on your Form I-20. If you do not have a second country of citizenship, write "None" in 18.b.
### Part 2. Information About You (continued)

#### Place of Birth

List the city/town/village, state/province, and country where you were born.

19.a. City/Town/Village of Birth

19.b. State/Province of Birth

19.c. Country of Birth

20. Date of Birth (mm/dd/yyyy)

#### Information About Your Last Arrival in the United States

21.a. Form I-94 Arrival/Departure Record Number (if any)

21.b. Passport Number of Your Most Recently Issued Passport

21.c. Travel Document Number (if any)  

21.d. Country That Issued Your Passport or Travel Document

21.e. Expiration Date for Passport or Travel Document (mm/dd/yyyy)

22. Date of Your Last Arrival Into the United States, On or About (mm/dd/yyyy)

23. Place of Your Last Arrival Into the United States

24. Immigration Status At Your Last Arrival (for example, B-2 visitor, F-1 student, or no status)

25. Your Current Immigration Status or Category (for example, B-2 visitor, F-1 student, parolee, deferred action, or no status or category)

26. Student and Exchange Visitor Information System (SEVIS) Number (if any)  

- **Items 19.a.-20:** These items are self-explanatory. Please fill in the correct information.

- **Item 21.a.:** Enter the eleven digit number from your most recent I-94 record. You can download your I-94 record by visiting [www.cbp.gov/I94](http://www.cbp.gov/I94).

- **Items 21.b.-21.e.:** You may find this information on this biographical page of your most recently issued passport.

- **Item 21.c.:** Enter "none".

- **Item 22.:** Enter the most recent date you entered the U.S. in F-1 status, as listed on your I-94 record.

- **Item 23.:** This field refers to the three letter code for the airport, port of entry or pre-flight inspection site on your most recent entry stamp in your passport. For example, if you most recently entered the U.S and received your entry stamp in Boston Logan Airport, you would enter BOS in item 23.

- **Items 24. and 25.:** List "F-1 student" in both fields.

- **Item 26.:** Your SEVIS number is found at the top left corner of your most recent Form I-20.

**Reminder:** The entry information reflected on your online I-94 record must match your most recent entry. If your online I-94 record has a prior or incorrect date or system says “cannot be found,” please contact your HIO advisor for help: [http://www.hio.harvard.edu/talk-advisor](http://www.hio.harvard.edu/talk-advisor).
Item 27: For STEM OPT, enter (C) (3) (C)

Item 28.a.: Enter the STEM degree level (bachelors, masters, etc.) followed by the CIP code of your major found on page 1 of your I-20 under "Major 1" or "Major 2," whichever relates to your position.

⚠️ You should use Page 7, Part 6 "Additional Information" to disclose the full formal name of your STEM major. See page 10 of these instructions for further guidance.

- Note: If you are applying for STEM OPT based on a prior degree, please list the information corresponding to your previous STEM degree.

Items 28.b.-28.c.: List your employer's name as it appears in E-Verify and your employer's E-Verify number. Please ensure that you check with your employer for the correct employer name and E-Verify number.

Item 29: Enter N/A

Items 30.a.-30.c.: These questions do not apply to students who are applying for STEM OPT. Do not answer these questions; leave them blank.
- **Applicant's statement:** Check the box for Item 1.a. Enter N/A in Items 1.b.-2.
- **Applicant's contact information:** Provide your contact information in items 3-5. Leave 6 blank unless applicable. Use only numbers and not dashes when entering your phone number, For example: 1234567890.

- **Items 30.d.-31.a.:** Enter N/A in each field
- **Item 31.b.:** Leave blank.

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**Part 2. Information About You (continued)**

If you answered “Yes” to Item Number 30.c., provide the following information:

30.d. Date you presented yourself to DHS

N/A

30.e. Location where you presented yourself to DHS

N/A

30.f. Country of claimed persecution

N/A

30.g. Provide an explanation for why you did not enter the United States lawfully through a U.S. port of entry. If you need extra space to complete this item, use the space provided in Part 6. Additional Information.

N/A

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**Part 3. Applicant's Statement, Contact Information, Declaration, Certification, and Signature**

**Note:** Read the Penalties section of the Form I-765 Instructions before completing this section. You must file Form I-765 while in the United States.

**Applicant's Statement**

**Note:** Select the box for either Item Number 1.a. or 1.b. If applicable, select the box for Item Number 2.

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

N/A

1.b. The interpreter named in Part 4. read to me every question and instruction on this application and my answer to every question in a language in which I am fluent, and I understood everything.

N/A

2. At my request, the preparer named in Part 5, prepared this application for me based only upon information I provided or authorized.

N/A

**Applicant's Contact Information**

3. Applicant's Daytime Telephone Number

777777777

4. Applicant's Mobile Telephone Number (if any)

777777777

5. Applicant's Email Address (if any)

janedoe@harvard.edu

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**Applicant's Declaration and Certification**

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 benefit 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.
**Applicant's original signature:** Sign 7.a. and date 7.b. using **black ink**.

**No electronic signatures accepted.**

**Part 4: Interpreter's Contact Information, Certification, and Signature**

- Items 1.a.-7.b.: Enter N/A in each field.
**Part 5:** After printing the Form I-765, draw diagonal line across page 6 and write "N/A" next to the line. YOU MUST INCLUDE ALL 7 PAGES OF I-765 to USCIS.
Part 6: Additional Information: STEM OPT applicants MUST use Part 6 to disclose:
- Current Post-Completion OPT and any previous OPT periods AND
- STEM OPT major field of study details.

Also, if applicable, you MUST use Part 6 to disclose:
- Any previous CPT authorizations;
- Any previous SEVIS IDs for F-1 programs of study:
  - Used a different SEVIS ID in F-1 status in the U.S. (e.g., students attended school for a while, left the U.S. to take a break from school, and returned with a new Form I-20. Therefore, students would have a SEVIS ID from your first time attending that is different from your current SEVIS ID). Your SEVIS ID is on the top left corner of your Form I-20 and starts with "N00".
  - Or if you need more space than is given on the Form I-765 to complete a field (e.g., a name, etc.).

<table>
<thead>
<tr>
<th>SEVIS ID: N0004705512</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>SURNAME/PRIMARY NAME</th>
<th>GIVEN NAME</th>
<th>CLASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doe Smith</td>
<td>John</td>
<td>F-1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SCHOOL NAME</th>
<th>SCHOOL ADDRESS</th>
<th>SCHOOL CODE AND APPROVAL DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEVIS School for Advanced SEVIS Students</td>
<td>4202 Maryland Lane, Ft. Washington, MD 20741</td>
<td>03 April 2015</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROGRAM OF STUDY</th>
<th>MAJOR 1</th>
<th>MAJOR 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUCAITION LEVEL</td>
<td>Economics, General 45.3621</td>
<td>none 0.0000</td>
</tr>
<tr>
<td>DOCTORATE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NORMAL PROGRAM LENGTH</td>
<td>Required</td>
<td>English Proficiency</td>
</tr>
<tr>
<td>72 Months</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROGRAM START DATE</td>
<td>PROGRAM END DATE</td>
<td></td>
</tr>
<tr>
<td>01 September 2015</td>
<td>31 May 2021</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINANCIALS</th>
<th>STUDENT’S FUNDING FOR: 9 MONTHS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$ 23,000</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$ 6,000</td>
</tr>
<tr>
<td>Expenses of Dependents (1)</td>
<td>$ 3,000</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 32,500</td>
</tr>
</tbody>
</table>

REMARKS

SCHOOL ATTESTATION
Department of Homeland Security
S. Immigration and Customs Enforcement
**Part 6. Additional Information**

If you need extra space to provide any additional information within this application, use the space below. If you need more space than what is provided, you may make copies of this page to complete and file with this application or attach a separate sheet of paper. Type or print your name and A-Number (if any) at the top of each sheet; indicate the Page Number, Part Number, and Item Number to which your answer refers; and sign and date each sheet.

1.a. Family Name
   (Last Name)
1.b. Given Name
   (First Name)
1.c. Middle Name

2. A-Number (if any) ➤ A-

3.a. Page Number       3.
3.b. Part Number       2.
3.c. Item Number       27

3.d. **OPT Authorizations**

   12/02/2021-12/01/2022
   Part-time/Full time
   Bachelor's degree

4.a. Page Number       3.
4.b. Part Number       2.
4.c. Item Number       28.a.

4.d. **STEM Major Field of Study Details**

   Bachelor's degree
   Architectural and Building Sciences and Technologies
   04.0902

- Items 1.a.-1.c.: List your family name, given name, and middle name. You **MUST** list names exactly as they appear on your passport.
- Item 2.: List your A-Number if you have any. For STEM OPT applicants, you will find your A-Number on your current OPT EAD (called a "USCIS number").

**Examples:**

**Previous OPT**

To list current and/or previous OPT(s) we suggest:
- Item 3.d.:
  - OPT Authorizations (as the title of the section)
  - Start date-End date.
  - Part-time or Full-time.
  - Degree Level (Bachelor’s Master’s, or PhD).

(Students can find their OPT details on the Form I-20 that was approved for each period of OPT or on their approved EAD cards).

**STEM Major Field of Study**

To list previous CPT(s) we suggest:
- Item 4.d.:
  - STEM Major Field of Study Details (as the title of the section)
  - Degree Level (Bachelor’s Master’s, or PhD).
  - Formal name of STEM major appearing on your I-20;
  - CIP Code for that major (on page 1 of your I-20)

- Part 6: Because all STEM OPT students are on a period of valid post-completion OPT, STEM applicants should be using page 7, Part 6 to disclose current OPT information as well as their STEM major information.
Examples Continued:

Previous CPT
To list previous CPT(s) we suggest:
- **Items 5.a.-5.c.**: Page 3, Part 2, Item 27.
- **Item 5.d.**:
  - CPT Authorizations (as the title of the section)
  - Employer name
  - Start date-End date.
  - Part-time or Full-time.
  - Degree Level (Bachelor's Master's, or PhD).
(Students can find their CPT details on the Form I-20 that was approved for each period of CPT).

Previous SEVIS IDs
Students should list their other SEVIS IDs that have been used in the past, we suggest:
- **Item 6.a.-6.c.**: Page 3, Part 2, Item 26
- **Item 6.d.**:
  - Previous SEVIS ID Numbers (as the title for this section).
  - Previous SEVIS ID Number.
  - Program start date-end date for previous SEVIS ID; degree level.
  - The name of university you attended.

**NOTE: More Space Needed on I-765:**
- If any date field in Parts 1 – 3 of the I-765 is insufficient for you to provide complete information, please use Part 6. to enter everything in full.
  - Enter the corresponding page, part, and item number accordingly.

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- **Part 6**: Because all STEM OPT students are on a period of valid post-completion OPT, STEM applicants should be using page 7, Part 6 to disclose current OPT information as well as their STEM major information.
Please **physically sign and date in black ink** anywhere in the blank space below item 7.d. since you have used page 7 to provide additional information. **No electronic signatures!**

**Part 6. Additional Information**

If you need extra space to provide any additional information within this application, use the space below. If you need more space than what is provided, you may make copies of this page to complete and file with this application or attach a separate sheet of paper. Type or print your name and A-Number (if any) at the top of each sheet; indicate the **Page Number**, **Part Number**, and **Item Number** to which your answer refers; and sign and date each sheet.

1.a. **Family Name** (Last Name)  
1.b. **Given Name** (First Name)  
1.c. **Middle Name**  
2. **A-Number** (if any)  
3.a. **Page Number** 3  
3.b. **Part Number** 2  
3.c. **Item Number** 27

**3.d. OPT Authorizations**

12/02/2021-12/01/2022  
**Part-time/Full time**  
Bachelor’s degree

4.a. **Page Number** 3  
4.b. **Part Number** 2  
4.c. **Item Number** 28.a  

**4.d. STEM Major Field of Study Details**

Bachelor’s degree  
Architectural and Building Sciences and Technologies  
04.0902

5.a. **Page Number** 3  
5.b. **Part Number** 2  
5.c. **Item Number** 27

**5.d. CPT Authorizations**

ABC Employer  
12/02/2020-01/05/2021  
**Part-time/Full time**  
Bachelor’s degree

6.a. **Page Number** 3  
6.b. **Part Number** 2  
6.c. **Item Number** 26

**6.d. SEVIS ID Numbers**

N012345678  
12/1/2017-1/25/2019  
Bachelor’s degree  
Harvard University

7.a. **Page Number**  
7.b. **Part Number**  
7.c. **Item Number**

7.d.

![Jane Doe Signature]

MM/DD/YYYY