



USCIS STEM OPT Application Checklist for e-Filing

This is a checklist of the evidence/documents an F-1 Student applying for STEM OPT is required to **UPLOAD** via the USCIS I-765 [e-File system](#).

The e-Filing system will guide you through what you must submit and in what order.

NOTE: All evidence materials/documents must fit USCIS's specified file requirements to ensure successful uploads within the e-File system. Make sure all pictures or scans show the required information clearly. **You must be physically present in the U.S. to file your STEM OPT application.**

The screenshot shows the USCIS e-File system interface. On the left, there is a sidebar menu with the following items: 'Getting Started' (with an up arrow), 'Basis of eligibility', 'Reason for applying', 'Preparer and interpreter information', 'About You' (with a down arrow), 'Evidence' (with an up arrow and highlighted by a red box), 'Additional Information' (with a down arrow), and 'Review and Submit' (with a down arrow). The 'Evidence' section is expanded, showing a list of items to be uploaded: '2 x 2 photo of you', 'Form I-94', 'Employment Authorization Document', 'Form I-20', 'College degree', and 'Institution accreditation'.

- ☐ A new 2 x 2 **passport style photo** taken within the last 30 days;
 - Photos must [meet these requirements](#), and cannot be enhanced or retouched
 - It is recommended that your photos be taken professionally (many pharmacies, copy/print, and shipping stores offer this service).
- ☐ Clear image of your **most current I-94 record** (you must be physically in the U.S.);
- ☐ Clear image of your **current EAD** for your Post-OPT;
- ☐ Clear image of **STEM OPT Form I-20** with your **ORIGINAL (physical)** signature on page 1;
- ☐ Clear **image of your passport biographical page(s)** uploaded under section "Employment Authorization Document;"
- ☐ Clear images of your diploma AND **official** transcripts related to your STEM degree program uploaded under "College Degree;"
Note: If diploma is in Latin, provide translation in this section as well.
- ☐ Harvard Business School, MBA students must include this [support letter](#) from the Registrar's Office.
- ☐ [USCIS I-765 Filing Fee](#) paid via credit card or direct bank withdrawal at "Review and Submit" section of e-File system. **DO NOT PAY BEFORE APPLICATION IS FULLY COMPLETED AND REVIEWED.** Payment officially submits application to USCIS.

NOTE: Most students will NOT need to upload any evidence or documentation into the "Institutional Accreditation" section. This section ONLY applies to students applying for STEM based on prior degree program. If your current OPT I-20 is in a STEM field, you do not need to upload evidence into this section.

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.