Name: _____Student ID: _____Date of Birth: _____

Address: _____

I confirm that I have been informed by International Center for Students and Scholars to carefully read STEM OPT Hub at https://studyinthestates.dhs.gov/stem-opt-hub to fully understand STEM OPT eligibility and my responsibilities for maintaining F-1 status during my STEM OPT extension. I understand it is my responsibility to keep a record of what I report to IC. If I have any questions or concerns, I can email IC at opt@bridgeport.edu. I must comply with the following:

Applying

- USCIS must RECEIVE my OPT application within 60 days of the I-20 issuance date, or on or before my 12-month OPT expiration date, **whichever comes first**. If I hold on to the I-20 and send it late to USCIS, **my OPT will be denied.**
- It is my responsibility to check all my documents to make sure they are filled out correctly before I send it to USCIS.
- Check my name and OPT dates when I receive my OPT receipt, approval notice and EAD card. If you find an error, contact USCIS by calling 1-800-375-5283 immediately.
- I have the ability to monitor my OPT application case status at: https://egov.uscis.gov/casestatus/landing.do
- Upload a scanned copy of the receipt notice, approval notice and EAD card to https://webforms.bridgeport.edu/ic/24month-stem-opt/ once I receive them.

Employment

- If I applied for STEM OPT with USCIS in a timely manner, I can continue to work while my application is pending until a final decision is made on my application or it has been pending 180 days, **whichever comes first.**
- I can have one training position or multiple training positions.
- **EACH position** must be at least 20 hours per week at a minimum, directly related to my major and paid.
- All of my employers must be E- verified and I must complete a Form I-983 Training Plan with each employer.
    — **If I use a staffing or temporary agency that places me in short-term training opportunities with one or several different employers, I will need to complete a new Form I-983 for every new training opportunity with each employer.**
- ALL my jobs must be DIRECTLY related to my major.
- I **CANNOT** be without work for more than 150 days during the entire OPT period of 36 months (12-month post-completion OPT + 24-month OPT extension)
- I understand that it is my responsibility to keep track of my unemployment time.

Changes to Employment Reporting

- I am required to report any employment changes including unemployment within 10 days of such change.
- I must report the loss/end of employment by submitting a Form I-983 with a self-evaluation with my previous employer.
- I must report and submit a new Form I-983 with the new employer through webforms.bridgeport.edu for DSO review **before I start the new employment.**
- I must report and submit a modified Form I-983 to webforms.bridgeport.edu if there is any material changes to, or material deviations from, my formal training plan Form I-983, which may include, but are not limited to:
    — Any change of the employer's EIN.
    — Any reduction in my compensation that is not tied to a reduction in hours worked.
    — Any significant decrease in hours per week that I engage in a STEM training opportunity.
    — Changes to the employer's commitments or my learning objectives as documented on the Form I-983

Other Reporting

- Within 10 days, notify SEVP of the following changes through the SEVP Portal. Information about the SEVP Portal is available at https://studyinthestates.dhs.gov/sevp-portal-help:
  - —Name , Telephone number and Residential address;
  - — **If my STEM OPT is pending and the address on my Form I-765 has changed,** I will **also** contact USCIS by calling the National Customer Service number as listed on my OPT receipt or by going to the USCIS website: https://egov.uscis.gov/crisgwi/go?action=coa
- During 24-month OPT extension, I must make a VALIDATION REPORT to IC through webforms.bridgeport.edu every six months:
  - ➢ The reporting must be done every six months from the date the STEM OPT begins and until it ends
  - ➢ Report through webforms.bridgeport.edu (select 24 month STEM OPT Form, then 6/12/18/24 Month Validation Report and 12/24 Month Evaluation)
  - ➢ Report within 10 days of every 6 months
  - ➢ If I fail to report, my SEVIS record may be automatically terminated by SEVP
  - ➢ I understand that I am responsible to keep track of when I should be reporting to IC.
  - ➢ I understand that it is NOT International Center's responsibility to send me reminders
- My employer(s) and I must sign my annual self-evaluation within 12 months and a final evaluation that recaps all the training and knowledge acquired during the complete training and submit the Form I-983 to IC through webforms.bridgeport.edu.
- If I choose to leave the U.S. permanently during my OPT period, I must let IC know by emailing opt@bridgeport.edu.

Please note

- I understand that the following reasons could lead to my OPT termination or cancellation:
  - ➢ I transfer to another school or begin study at another educational level
  - ➢ I change my non-immigrant status to another category and the start date is in effect
  - ➢ Traveling outside the U.S. for 5 months or more will lead to violation of my F-1 status and cancellation of my OPT.

- If I travel outside the U.S. during my STEM OPT period, I must submit a completed and signed OPT Travel Signature Request form through webforms.bridgeport.edu. I need the following to travel outside the U.S. during STEM OPT:
  - ➢ An I-20 that reflects my OPT approved status with travel signature from an International Student Advisor within the last six months
  - ➢ Valid Employment Authorization Document (EAD card)
  - ➢ Valid F-1 visa and passport
  - ➢ Proof of employment (letter of permission for travel from employer with specific travel dates)
  - ➢ If my 12-month OPT has expired and my STEM OPT extension is pending, I cannot travel outside the U.S.
- I will make sure to check IC's website frequently so I am current with all the information that I need to know about my F-1 status while I am on STEM OPT.

Signature_____Date_____