

Request for 24-Month STEM OPT Extension I-20

Revised
12/16

All information must be typed.

Today's Date: _____ Date of Birth: _____
 Family/Last Name: _____ First Name: _____
 USC ID Number: _____ SEVIS Number: **N00**
 Telephone Number: _____ Field of Study: _____
 Email Address: _____
 Local U.S. Address: _____

Instructions for 24-Month STEM OPT Extension I-20

Step 1: [Update OPT Employment Information](#)

Step 2: Select STEM OPT I-20 Delivery Method: Paid for [eShipGlobal](#) (Express Mail) Pick-up at OIS

Step 3: Complete Request for 24-Month STEM OPT Extension I-20

Step 4: Email the following documents to OPTSTEM@USC.EDU

All attachments must be sent in **one email**. Incomplete applications will be denied.

In the subject line, include "24 Month STEM OPT: First Name and Last Name"

(i.e. 24 Month STEM OPT: Tommy Trojan).

- Completed Request for 24-Month STEM OPT Extension I-20
- PHOTOCOPY of most current I-20 (all pages)
- PHOTOCOPY of most current Employment Authorization Document (EAD) (front side only)
- PHOTOCOPY of Completed [Form I-983](#)
- eShipGlobal Payment Confirmation Email (if applicable)

Statement of Understanding:

- By checking this box, I have read and understood the [24-Month STEM OPT Extension](#) requirements provided by OIS. I also acknowledge that my I-20 is valid for 60 days. Therefore, my application must be received by USCIS within 60 days of the issue date on page 1 of the I-20. I also understand that my SEVIS record will automatically terminate if I apply for H-1B status and my application is approved by USCIS.

Current E-Verified STEM OPT Extension Employer Information (*Required*)

Company Name: _____

Employer Address: _____

Street Number and Street Name

Suite # City

State

Zip Code

Full-Time (more than 20 hours per week) Employer ID Number: _____

Part-Time (20 or less hours per week)

Supervisor's Contact Information

Last Name: _____ First Name: _____

Phone Number: _____ Email: _____