Prior to completing the I-765, please be sure you have copies of the following documents:

1) STEM OPT Extension I-20 with employment recommendation
   - Example of STEM OPT Extension employment recommendation on I-20
   - Remember to check the expiration date of your OPT EAD and “Date Issued” on Page 1 of your STEM OPT Extension I-20. If your application is received by USCIS after the expiration of your OPT EAD and/or more than 60 days after “Date Issued” on Page 1, your STEM OPT Extension will be denied.
   - If you do not have an I-20 with this information **DO NOT CONTINUE**. Please follow the instructions for requesting a STEM OPT Extension I-20 here: https://ois.usc.edu/employment/employment-f1/opt-stem/application-instructions/

2) All previously issued I-20s from USC and, if applicable, any other schools you have attended in the U.S., especially any I-20s with employment endorsement for:
   - Curricular Practical Training (CPT)
   - Optional Practical Training (OPT)
     - Pre- or Post-Completion
     - 24-Month STEM OPT Extension

3) All previously issued EADs, if applicable:
   - Pre-Completion
   - Post-Completion – current OPT EAD **must still be valid and not expired**
   - 24-Month STEM OPT Extension
   - Economic Hardship

**REMEMBER:** If you are filing for STEM OPT Extension, please note that your STEM OPT Extension and your employment authorization will be **AUTOMATICALLY TERMINATED** if you CHANGE EDUCATIONAL PROGRAM LEVELS (e.g. Bachelor’s to Master’s), **TRANSFER YOUR SEVIS RECORD** to another school, or **CHANGE VISA STATUS**.

Please complete worksheet below to help you fill out the I-765.

List all SEVIS IDs you have had as a F-1 student in the U.S. This list should include SEVIS ID(s) you had while attending USC and, if applicable, from any previously attended U.S. school(s) where you were issued an I-20 for attendance.

- N____________________________________
- N____________________________________
- N____________________________________
- N____________________________________
- N____________________________________
- N____________________________________

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Sample I-765 for 24-Month STEM OPT Extension

**IMPORTANT:** This is a sample and does not supersede any guidance from USCIS. Applicants are responsible for reading USCIS’s I-765 instructions ([https://www.uscis.gov/i-765](https://www.uscis.gov/i-765)) to ensure their form is completed correctly. The decision to approve or deny STEM OPT Extension applications is always at the discretion of USCIS.

**REMINDER:** Answer all questions fully and accurately. If a question does not apply to you, please type or print “N/A” or “None” unless otherwise directed. Please refer to USCIS I-765 instructions for further guidance.

**REMINDER:** Need more space to type or to explain one or more of your answers? Please refer to the final page of these instructions for guidance. Part 6 of the I-765 is for additional information you need USCIS to know.

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

#### Your U.S. Mailing Address

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.a.</td>
<td>In Care Of Name (if any)</td>
</tr>
<tr>
<td>5.b.</td>
<td>Street Number and Name</td>
</tr>
<tr>
<td>5.d.</td>
<td>City or Town</td>
</tr>
<tr>
<td>5.e.</td>
<td>State</td>
</tr>
</tbody>
</table>

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

#### U.S. Physical Address

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.a.</td>
<td>Street Number and Name</td>
</tr>
<tr>
<td>7.c.</td>
<td>City or Town</td>
</tr>
<tr>
<td>7.d.</td>
<td>State</td>
</tr>
</tbody>
</table>

**REMINDER:** If you are unable to type in any of the provided fields, please handwrite your answers in black ink.

- Select “No” only if your mailing address is different than your current, physical address.
- Complete 5.a. *only* if you are using someone else’s address, such as a friend or family member’s, to receive your mail.
- Mailing address (5.a-5.f.) may be a US Post Office (PO Box) address.

- If you answered “No” to 6, complete 7.b.-7.d.

- Select “Yes” – you should already have your SSN.

- Select “Yes” – you should already have your SSN.

**NOTE:** If you answered “No” to Item Number 11.a., skip to Item Number 14. If you answered “Yes” to Item Number 11.a., provide the information requested in Item Number 13.b.

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Enter SSN here

Select “No”

Read carefully

REMINDER: Answer all questions fully and accurately. If a question does not apply to you, please type or print “N/A” or “None” unless otherwise directed. Please refer to USCIS I-765 instructions for further guidance.

REMINDER: You will need to include copies of all previously issued I-20s showing work authorization, including CPT and OPT I-20s, as well as any EADs you may have been issued.

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**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
  - Stockholm
- 19.b. State/Province of Birth
- 19.c. Country of Birth
  - Sweden
- 20. Date of Birth (mm/dd/yyyy)
  - 12/16/1989

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

- 21.a. Form I-94 Arrival-Departure Record Number (if any)
  - 11111111
- 21.b. Passport Number of Your Most Recently Issued Passport
  - 12AB3C
- 21.c. Travel Document Number (if any)
- 21.d. Country That Issued Your Passport or Travel Document
  - Sweden
- 21.e. Expiration Date for Passport or Travel Document (mm/dd/yyyy)
  - 12/16/2023
- 22. Date of Your Last Arrival Into the United States, On or About (mm/dd/yyyy)
  - 07/13/2018
- 23. Place of Your Last Arrival Into the United States
  - Los Angeles LAX
- 24. Immigration Status at Your Last Arrival (for example, B-2 visitor, F-1 student, or no status)
  - F-1 Student
- 25. Your Current Immigration Status or Category (for example, B-2 visitor, F-1 student, parolee, deferred action, or no status or category)
  - F-1 Student
- 26. Student and Exchange Visitor Information System (SEVIS) Number (if any)
  - N. 1111111111

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For STEM OPT Extension, type: Lowercase “c”, Number “3”, Capital “C” (c)(3)(C)

For 28.a., type: Degree Level - Major

Degree Level: Bachelor’s (BS), Master’s (MS), or doctorate (PhD)

**EXAMPLE:** Tanya Trousdale received her Master of Science in Chemistry. She would write “MS Chemistry”.

**REMINDER:** If your degree or employer information does not fit in space provided, please see the final page of these instructions for guidance. Type as much as you can fit.

**REMINDER:** Check that the CIP code on your I-20 matches a code on the list of STEM-eligible degrees published by USCIS ([https://www.ice.gov/sites/default/files/documents/Document/2016/stem-list.pdf](https://www.ice.gov/sites/default/files/documents/Document/2016/stem-list.pdf)). If you do not have an I-20 with a STEM-eligible CIP code, **DO NOT CONTINUE**. Contact OIS immediately for additional guidance.
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. [X] 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.

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.

2. [ ] At my request, the preparer named in Part 5,

[ ] prepared this application for me based only upon information I provided or authorized.

**Applicant’s Contact Information**

3. Applicant’s Daytime Telephone Number

2137402666

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

2137402666

5. Applicant’s Email Address (if any)

tommyt@usc.edu

6. Select this box if you are a Salvadoran or Guatemalan national eligible for benefits under the ABC settlement agreement.

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USC Office of International Services
Sample I-765 for 24-Month STEM OPT Extension

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.

I understand that USCIS may require me to appear for an appointment to take my biometrics (fingerprint, photograph, and/or signature) and, at that time, if I am required to provide biometrics, I will be required to sign an oath reaffirming that:

1. I reviewed and understood all of the information contained in, and submitted with, my application; and
2. All of this information was complete, true, and correct at the time of filing.

I certify, under penalty of perjury, that all of the information in my application and any document submitted with it were provided or authorized by me, that I reviewed and understand all of the information contained in, and submitted with, my application and that all of this information is complete, true, and correct.

7a. Applicant’s Signature

Signed by hand in black ink – no typed or electronic signatures allowed

7b. Date of Signature (mm/dd/yyyy)

07/17/2018

NOTE TO ALL APPLICANTS: If you do not completely fill out this application or fail to submit required documents listed in the Instructions, USCIS may deny your application.

Part 4. Interpreter’s Contact Information, Certification, and Signature

Provide the following information about the interpreter.

Interpreter’s Full Name

1a. Interpreter’s Family Name (Last Name)

1b. Interpreter’s Given Name (First Name)

2. Interpreter’s Business or Organization Name (if any)

Page 4 of 7

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**Instructions for “Part 6. Additional Information”**

If you need more space to type your response to any section on the I-765, USCIS has included Part 6 for you to add supplemental information. This is where you should list all SEVIS ID numbers you have had while on F-1, if applicable. When listing all SEVIS IDs, refer to worksheet on first page of these instructions.

**EXAMPLE 1:** Tommy Trojan completed his Bachelor’s at USC on an F-1 visa in 2013. After completing his program, he returned home to South Korea for a few years to work. He returned to USC on a new I-20, with a new SEVIS ID, to complete his Master’s. He is now applying for OPT based on his Master’s. Tommy needs to write his SEVIS ID from when he completed his Bachelor’s, along with his current SEVIS ID, for Part 6.

**For EXAMPLE 1,** the explanation is for the SEVIS Number portion from Page 3, Part 2, Item Number 26

Part 6 – Write a short explanation. Include current and previous SEVIS ID’s, degree level, and type of work authorization completed at each degree level.

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EXAMPLE 2: A student’s first name is listed on her passport as “Bhuvanashree Shantilal Deepika”. Due to length, this name does not fit in Section 1.a. on Page 1.

If you do not have sufficient space on Part 6, you will need to attach a separate sheet of paper. On any additional papers, type or print your name and I-94 Admission number 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.

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