USC Office of International Services

Sample I-765 for 24-Month STEM OPT Extension

IMPORTANT: USCIS will only accept STEM OPT Extension applications filed with the 8/25/20 edition of the Form I-765 for applications postmarked from August 25, 2020 until October 1, 2020. Starting on October 2, 2020, USCIS will only accept STEM OPT Extension applications filed with the 10/02/20 edition of the Form I-765. USCIS may reject or deny applications filed with the incorrect form.

The most recent edition of the Form I-765 can be found here: https://www.uscis.gov/i-765

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Sample I-765 for 24-Month STEM OPT Extension

USCIS MUST receive your STEM OPT Extension application BEFORE the expiration date of your OPT EAD. Failure to meet this deadline WILL result in a STEM OPT Extension denial.

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 STEM OPT Extension 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/opt-stem/

2) If applicable, all previously issued I-20s from USC, and/or any other schools you have attended in the U.S., with an 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

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____________________________________

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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.

**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. Information About You**

**Your Full Legal Name**

1.a. Family Name (Last Name) Trousdale

1.b. Given Name (First Name) Tanya

1.c. Middle Name N/A

**Other Names Used**

Provide all other names you have ever used, including aliases, maiden name, and nicknames. If you need extra space to complete this section, use the space provided in Part 6.

**Additional Information**

2.a. Family Name (Last Name) [N/A]

2.b. Given Name (First Name) [N/A]

2.c. Middle Name [N/A]

3.a. Family Name (Last Name) [N/A]

3.b. Given Name (First Name) [N/A]

3.c. Middle Name [N/A]

4.a. Family Name (Last Name) [N/A]

4.b. Given Name (First Name) [N/A]

4.c. Middle Name [N/A]

**REMINDER:** Answer all questions fully and accurately. In each line for all questions that do not apply to you, type or handwrite neatly in black ink:

- **“N/A”** – for questions that require a written answer
  - [N/A]

- **“NONE”** – for questions that require a numerical answer
  - [NONE]

- Checkboxes – for questions that require a checkbox response, leave blank
  - [Yes] [No]

The edition date of the Form I-765 is printed here. To avoid rejection or denial due to filing with an outdated form, visit [https://www.uscis.gov/i-765](https://www.uscis.gov/i-765) and select “Edition Date” for more information.

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Sample I-765 for 24-Month STEM OPT Extension

Part 2. Information About You (continued)

Your U.S. Mailing Address

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

Dorothy Doherty

5.b. Street Number and Name

1234 Sample Street


5.d. City or Town

Los Angeles

5.e. State CA 5.f. ZIP Code 90089

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

5678 Main Street


7.c. City or Town

Los Angeles

7.d. State CA 7.e. ZIP Code 90089

Other Information

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

A NONE

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.

13.b. Provide your Social Security number (SSN) (if known).

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Form I-765 Edition 08/25/20

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### Sample I-765 for 24-Month STEM OPT Extension

**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 [x]

**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 [x]

**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
  - [Sweden]
- 18.b. Country
  - [N/A]

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**REMINDER:** Answer all questions fully and accurately. In each line for all questions that do not apply to you, type or handwrite neatly in black ink:

- **“N/A”** – for questions that require a written answer
- **“NONE”** – for questions that require a numerical answer
- Checkboxes – for questions that require a checkbox response, leave the checkboxes blank

If you are a dual citizen, enter second country for 18.b.

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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  
N/A

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)  
▶ 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1

21.b. Passport Number of Your Most Recently Issued Passport  
1111234ABC

21.c. Travel Document Number (if any)  
N/A

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-000000000

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

- If applicable, enter the state and/or province of birth for 19.b.
- Enter the number from your I-94 Record, which can be retrieved here: [https://i94.cbp.dhs.gov/I94/#/recent-search](https://i94.cbp.dhs.gov/I94/#/recent-search)
- Most F-1 students do not have a Travel Document Number, and should type or handwrite in black ink “N/A” for 21.c. if not applicable
- For 22-23, indicate most recent arrival information from I-94 travel history
- Enter SEVIS number from top left corner of your STEM OPT Extension I-20

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Sample I-765 for 24-Month STEM OPT Extension

Information About Your Eligibility Category

27. Eligibility Category. Refer to the Who May File Form I-765 section of the Form I-765 instructions to determine the appropriate eligibility category for this application. Enter the appropriate letter and number for your eligibility category below (for example, (a)(8), (c)(17)(iii)).

(c)(3)(C) STEM OPT Eligibility Category. If you entered the eligibility category (c)(3)(C) in Item Number 27, provide the information requested in Item Numbers 28.a. - 28.c.

28. a. Degree

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

28.b. Employer’s Name as Listed in E-Verify

28.c. Employer E-Verify Company Identification Number or a Valid E-Verify Client Company Identification Number

29. (c)(26) Eligibility Category. If you entered the eligibility category (c)(26) in Item Number 27, provide the receipt number of your H-1B spouse’s most recent Form I-797 Notice for Form I-129, Petition for a Nonimmigrant Worker.

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). If you do not have an I-20 with a STEM-eligible CIP code, DO NOT CONTINUE. Contact OIS immediately for additional guidance.

REMEMBRER: Enter E-Verify number, not EIN

As a STEM OPT Extension (c)(3)(C) applicant, questions 29-31.b. are not applicable - leave checkboxes blank and type or handwrite in black ink “NONE” for 29 and 31.b.

30. (c)(8) Eligibility Category If you entered the eligibility category (c)(8) in Item Number 27, provide the information requested in Item Numbers 30.a. - 30.g.

30.a. Have you EVER been arrested for, and/or charged with, and/or convicted of any crime in any country?

Yes ☐ No ☐

Note: If you answered “Yes” to Item Number 30.a, refer to Special Filing Instructions for Those With Pending Asylum Applications (c)(9) of the Form I-765 Instructions for information about proving court dispositions.

30.b. Did you enter the United States lawfully through a U.S. port of entry and were you inspected and admitted or paroled after inspection by an immigration officer? (If you answer “Yes,” you MUST provide evidence of your lawful entry.)

Yes ☐ No ☐

30.c. If you answered “No” to Item Number 30.b, did you present yourself to the Secretary of Homeland Security or his or her delegate (DHS) within 48 hours of entry or attempted entry AND express an intention to seek asylum within the United States or express a fear of persecution or torture in your home country?

Yes ☐ No ☐
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

NOTE: Refer to the Special Filing Instructions for Those With Pending Asylum Applications (c)(8) section of the Form I-765 Instructions for more information.

31.a. (c)(35) and (c)(36) Eligibility Category. If you entered the eligibility category (c)(35) in Item Number 27, please provide the receipt number of your Form I-797 Notice for Form I-140, Immigrant Petition for Alien Worker. If you entered the eligibility category (c)(36) in Item Number 27, please provide the receipt number of your spouse’s or parent’s Form I-797 Notice for Form I-140.

NONE

31.b. If you entered the eligibility category (c)(35) or (c)(36) in Item Number 27, have you EVER been arrested for and/or convicted of any crime? □ Yes □ No

NOTE: If you answered “Yes” to Item Number 31.b., refer to Employment-Based Nonimmigrant Categories, Items 8. – 9., in the Who May File Form I-765 section of the Form I-765 Instructions for information about providing court disposition.

Enter "N/A" for 30.d.-30.g.

In STEM OPT Extension application to USCIS, include copies of:

1. All previously issued F-1 I-20s* showing work authorization, including CPT and OPT

2. Any previously issued EADs while on F-1 status

Use Part 6 to list your SEVIS number(s) and any associated work authorization.

*Only include previously issued F-1 I-20s that show work authorization – no other F-1 I-20 copies are required or necessary

Enter “NONE” for 31.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. [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)

tanyat@usc.edu

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

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

I understand that USCIS may require me to appear for an appointment to take my biometrics (fingerprints, 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.

**Applicant's Signature**

7.a. Applicant's Signature

7.b. Date of Signature (mm/dd/yyyy) 08/25/2020

**DO NOT FORGET YOUR SIGNATURE!**
Signed by hand in black ink within provided box – no typed or electronic signatures allowed

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**

1.a. Interpreter's Family Name (Last Name) N/A

1.b. Interpreter's Given Name (First Name) N/A

2. Interpreter's Business or Organization Name (if any) N/A

**REMEMBER TO CHECK OPT END DATE ON EAD AND “DATE ISSUED” ON PAGE 1 OF 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.**
Instructions for “Part 6. Additional Information”

Use Part 6 if you need more space to complete or clarify any responses to questions on the I-765.

**EXAMPLE 1: Listing previous/current SEVIS numbers and any prior work authorization (CPT and OPT)**

Use Part 6 to provide all previously used SEVIS numbers (if applicable) and evidence of any previously authorized CPT or OPT and the academic level at which it was authorized. Applicants with any previously used SEVIS numbers should use the worksheet from Page 2 of this Sample I-765 for assistance with completing Part 6.

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EXAMPLE 2: Student name does not fit in space provided
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 for additional information, 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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