Prior to mailing their STEM OPT Extension application to USCIS, student must review the [STEM OPT Extension Instructions](https://www.uscis.gov/optimization) and receive a STEM OPT Extension recommendation I-20 from the Office of International Services (OIS).

After receiving the STEM OPT Extension I-20, it is the student’s responsibility to complete the required application and mail their documents to USCIS in a timely manner. USCIS must receive a correct and complete application prior to the expiration of the student’s OPT EAD.

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**USCIS Application Checklist**

Student must assemble application materials in the order indicated below. Do not staple documents; use a paperclip.

**IMPORTANT:**

- On January 8, 2021, USCIS updated the Form I-765 filing addresses on the [USCIS website](https://www.uscis.gov/i-765) to the addresses indicated on Page 2. These changes are effective immediately.
- On September 29, 2020, a [US federal court issued an injunction](https://www.uscis.gov/newsroom/press-releases/us-court-ordered-uscis-to-continue-accepting-opt-applications) against the USCIS fee increase that was expected to go into effect on October 2, 2020. Due to this ruling, USCIS will continue to accept OPT applications filed with the 8/25/20 edition of the Form I-765 and $410 fee until further notice.

- **Two (2) U.S. Style Passport Photos**
  - Passport photos must meet all [U.S. Department of State specifications](https://travel.state.gov/content/travel/en/passport/apply-renew-replace-passport/apply-for-a-passport.html)
  - Write student name (LAST NAME, FIRST NAME) and I-94 number on the back of each photo

- **Application Fee Payment**—*see IMPORTANT above*
  - Refer to Slide 27 of the [STEM OPT Extension Instructions](https://www.uscis.gov/optimization)

- **Form G-1145** ([https://www.uscis.gov/g-1145](https://www.uscis.gov/g-1145))
  - Typed, not handwritten

- **Original, Signed Form I-765** ([https://www.uscis.gov/i-765](https://www.uscis.gov/i-765))—*see IMPORTANT above*
  - Download most recent version of form and instructions from the USCIS link above to prevent STEM OPT Extension denial
  - Refer to USC’s [Sample STEM OPT Extension I-765](https://www.uscis.gov/i-765) for guidance on how to complete the I-765
  - Student must sign the Form I-765 in black ink; signature must stay within the box provided

- **Photocopy of Passport Page**
  - Page that includes photo, passport number and expiration date
  - Must be valid for at least 6 months prior to application date

- **Printout of Most Recent Electronic Form I-94** ([https://i94.cbp.dhs.gov/I94/#/home](https://i94.cbp.dhs.gov/I94/#/home))

- **Photocopy of Signed STEM OPT Extension I-20 (all pages)**
  - Student must sign and date the *Student Attestation* section
  - Check I-20 for accuracy—personal information, major, employment information, etc.
    - CIP code following *Major 1* under *Program of Study* section must match a code on the [DHS list of STEM-eligible degrees](https://www.stem-majors.org/)
    - students who do not have an I-20 with this information must not proceed with application and need to [contact OIS](https://www.uscis.gov/contact)

  - **REMEMBER:** Student must check the *expiration date of their OPT EAD* and *Date Issued* on Page 1 of their STEM OPT Extension I-20. If their application is received by USCIS after the expiration of the OPT EAD and/or more than 60 days after *Date Issued* on Page 1 of the STEM OPT Extension I-20, their STEM OPT Extension will be denied.

- **Verification of Graduation from USC**
  - Copy of official or unofficial USC transcript
    - OR-
  - Copy of USC diploma showing degree earned and program of study

- **Photocopies** of all previously issued EAD cards, CPT I-20s and OPT I-20s
MAILING INSTRUCTIONS:
1. Make photocopies of the entire application for your records
2. Mail application packet by certified US mail to the appropriate USCIS Lockbox Facility—see address below

REMEMBER: Student must check the expiration date of their OPT EAD and Date Issued on Page 1 of their STEM OPT Extension I-20. If their application is received by USCIS after the expiration of the OPT EAD and/or more than 60 days after Date Issued on Page 1 of the STEM OPT Extension I-20, their STEM OPT Extension will be denied.

IMPORTANT: On January 8, 2021, USCIS updated the Form I-765 filing addresses on the USCIS website to the addresses indicated below. These changes are effective immediately.

Mail your application to:

For U.S. Postal Service (USPS) Deliveries:
USCIS
P.O. Box 805373
Chicago, IL 60680

For FedEx, UPS, and DHL Deliveries:
USCIS
Attn: I-765 C03
131 South Dearborn - 3rd Floor
Chicago, IL 60603-5517

TO MAINTAIN F-1 STATUS ON STEM OPT EXTENSION, STUDENTS MUST:
• Comply with all STEM OPT Reporting Requirements specified in STEM OPT Extension Instructions—including data validation reports, Form I-983 self-evaluations, and any changes to employer

Failure to comply with reporting requirements will result in termination of the student’s SEVIS record by SEVP and/or USCIS. See STEM OPT Extension Instructions for further guidance.

ADDITIONAL INFORMATION:
• Students who file the STEM extension application in a timely manner will be able to continue employment until a final decision is made by USCIS or for 180 days, whichever is earlier—refer to STEM OPT Extension Instructions
• For required documents for travel on STEM OPT Extension, refer to OIS website