

Guide to Filing Form I-765 for Post-Completion OPT

How to File Online with United States Citizenship and Immigration Services (USCIS)

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Revised
04/22/2021

Form I-765 Question or Entry Field (<i>continued</i>)	Response
Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?	If the student has a Social Security Number (SSN), select “Yes” and enter the SSN. Students that have never applied for an SSN must select “No”.
Do you want the SSA to issue you a Social Security card?	If the student needs an SSN or if they would like the SSA to issue a reprint of their SSN card, select “Yes”. Selecting “Yes” requires the applicant to agree to the Consent for Disclosure and enter their father’s and mother’s birth names.
Evidence	Files to upload
2 x 2 Photo of You	Copy of a recent passport-style color photograph that meets U.S. Department of State passport photograph requirements .
Form I-94	Copy of most recent electronic Form I-94 Record ; travel history is not required.
Employment Authorization Document or Government ID	Copy of passport page that includes photo, passport number and expiration date. Passport must be valid for at least 6 months from application submission date.
Post-Completion CPT or OPT	Copies of all previously issued I-20s with CPT, pre- or post-completion OPT, STEM OPT Extension or economic hardship work authorization. Only include copies of I-20s with work authorization; initial I-20s and/or other copies without work authorization are not required. I-20s signed electronically by USC DSOs are acceptable. IMPORTANT: Refer to Additional Information below for additional requirements.
Form I-20, Certificate of Eligibility for Nonimmigrant Student Status	OPT I-20 must be printed from OIS OPT I-20 Request System and student must sign and date the Student Attestation section in ink. Student’s typed or electronic signatures on the OPT I-20 are <i>not</i> allowed. Student must check Date Issued and Program End Date on Page 1 of their OPT I-20. If their application is submitted to USCIS more than 30 days after Date Issued and/or more than 60 days after Program End Date on Page 1 , their OPT application will be denied .

Additional Information—Students may use this section to explain, clarify, or elaborate on their responses or document uploads. Students with past work authorization (CPT, OPT, STEM OPT, or economic hardship) must use this section (*Section - Evidence; Page - Post-Completion CPT or OPT; Question - Post-Completion CPT or OPT*) to type their current and previous (if applicable) F-1 SEVIS ID numbers and any previously authorized CPT or OPT and the academic level in which it was authorized. **Example:** *I have completed work authorization under two SEVIS IDs: N0000000000, Bachelor’s, 4 months of full-time CPT, no OPT; N0000000001, PhD, 6 months of full-time CPT.*

Filing Fee—Prior to submitting the Form I-765, the student will be prompted to complete the \$410 filing fee payment online. Payment can be completed by electronic bank transfer or with a credit or debit card.

USC Student Affairs