

Optional Practical Training (OPT) Checklist

OPT is employment authorization for F-1 undergraduate and graduate students that allows them to legally work while they are a student and/or after graduation for a total of 12 months in a position related to their major. Please see [Things to know about OPT](#) for more information about filing times for Pre-Completion and Post-Completion OPT.

What do I need to apply for OPT

1. [Completed I-765 form](#) (make sure this is the most current Edition Date from the website before submitting)
2. Copy of current I-20s
3. Copy of passport
4. Copy of visa
5. Copy of most recent I-94
6. 2 Passport size photos
7. Check or money order made out to the Department of Homeland Security for the exact amount of the Filing Fee ([check website](#))
8. Transcript
9. [OPT Processing Application](#)

Additional Documents for OPT STEM Extension*

1. I-983
2. Diploma
3. Transcripts

To Make an Appointment

Once you have obtained/completed all the items from the list above, you can set up an appointment with International Student Services by visiting <https://outlook.office365.com/owa/calendar/MaryHunter@csustan.edu/bookings/>. The appointment will take approximately 1 hour.

*If you are in the Science, Technology, Engineering or Mathematics field, ask the Office of International Education about a possible 24-month extension.