INTERNATIONAL STUDENT SERVICES • UNIVERSITY OF HAWAIʻI AT MĀNOA
2600 Campus Road, QLCSS 206, Honolulu, HI 96822 • Phone: (808) 956-8613 • Fax: (808) 956-5076
Website: www.hawaii.edu/issmanoa

7 business days processing

Application for 17-Month Extension of OPT

Part A: Student Information

Name: _____ SEVIS ID: N000_____
Family First

Major: _____ Degree: _____ UH ID# _____

E-mail: _____@hawaii.edu Alternative E-mail: _____ Phone: _____

Current US Address: _____

Permanent Foreign Address: _____

Part B: Employment Information

Employee Job Title: _____

Company/Organization: _____ E-Verify #: _____

Employer Address: _____ State, Zip: _____

Address of the work site if different than above: _____

_____

Supervisor contact information:

Name: Title: Ph: Email:

Employer Certification: I certify that the above employment information is accurate.

Employer Signature: Date:

Part C: Applicant Certification

I certify that the information in Parts A and B above is accurate. I fully understand my responsibilities for maintaining F1 status while on a 17-month extension of OPT. I will report to ISS every six months beginning from the start date of the extension, and within ten days of any changes of my legal name, address, employer, and employment period.

STEM Applicant Signature: Date**:**

For ISS OFFICE USE ONLY
ISS Receive Date: _____ Reviewed by: _____ DSO: _____ Completion Date: _____ Remarks: _____
☐Passport ☐I-765 ☐application ☐List ☐Photos ☐I-20s ☐VISA Docs ☐diploma/transcript ☐OPT card

Updated: December 10, 2010

Instructions for 17-Month Extension of OPT

An F-1 student who is in a period of Optional Practical Training (OPT) and meets certain criteria below may apply for a 17-month extension. If granted, employment authorization would be extended for an additional 17 months beyond the initial OPT end date.

ELIGIBILITY

- The student must have a bachelor's, master's, or doctorate degree with a code (see Primary Major on page 3 of I-20) found on the STEM Designated Degree Program List.
- The student must currently be in an approved post-completion OPT period based on a designated STEM degree.
- The student has a job or job offer from an employer enrolled in E-Verify.
- The student must apply on time (i.e., before the current post-completion OPT expires).

STEM Designated Degree Program List: http://www.ice.gov/sevis/stemlist.htm

E-VERIFY PROGRAM

Internet-based system operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA) that allows participating employers to electronically verify the employment eligibility of their newly hired employees.

E-Verify Website: http://www.dhs.gov/E-Verify

APPLICATION PROCESS

Initial review of application must be made by an International Student Services (ISS) advisor. If student is found to be eligible, the advisor will print out a new I-20 endorsed for 17-month extension. The student must submit the I-20 and completed application before the current post-completion OPT period ends. ISS suggests that applications be submitted to USCIS no earlier than **120** days prior to the current OPT end date.

Required Documents

- ❑ Completed I-765 form coded for STEM
- ❑ I-20 endorsed by ISS advisor for 17-month extension
- ❑ 2 passport style photos per USCIS specifications with name and I-94 number on the back
- ❑ Photocopy of valid passport biography page
- ❑ Photocopy of most recent visa page
- ❑ Photocopy of both sides of your latest I-94 card
- ❑ Photocopy of all previous I-20s at current level
- ❑ Photocopy of degree diploma and/or official transcript showing degree award
- ❑ Photocopy of EAD card for initial period of OPT and previous employment authorization
- ❑ Filing fee (see amount at http://www.uscis.gov/i-765): Personal check made payable to U.S. Department of Homeland Security

EMPLOYMENT WHILE APPLICATION IS PENDING

Applicants who timely file for a 17-month extension of OPT will be able to continue employment while the application is pending, until a final decision is made by USCIS or up to 180 days past the initial OPT end date, whichever comes first. The receipt notice from USCIS will serve as work authorization until the new employment authorization card is approved (if the current card expires while the student is waiting for the new card).

1) download the current form at www.uscis.gov
2) complete all sections by typing in the PDF file
3) sign in Black pen within the signature area

Department of Homeland Security
U.S. Citizenship and Immigration Services

OMB No. 1615-0040

I-765, Application For Employment Authorization

Do not write in this block.

Remarks	Action Block	Fee Stamp
A#	INFORMATION ONLY	
Applicant is filing under §274a.12 _____		

☐ Application Approved. Employment Authorized / Extended *(Circle One)* until _____ (Date).
_____ (Date).
Subject to the following conditions: _____
Application Denied.
☐ Failed to establish eligibility under 8 CFR 274a.12 (a) or (c).
☐ Failed to establish economic necessity as required in 8 CFR 274a.12(c)(14), (18) and 8 CFR 214.2(f)

I am applying for:
☐ Permission to accept employment.
☐ Replacement *(of lost employment authorization document)*.
☒ Renewal of my permission to accept employment *(attach previous employment authorization document)*.

1. Name (Family Name in CAPS) (First) (Middle)
LAST NAME, First Name

2. Other Names Used (include Maiden Name)

3. Address in the United States (Number and Street) (Apt. Number)

(Town or City) (State/Country) (ZIP Code)

4. Country of Citizenship/Nationality

5. Place of Birth (Town or City) (State/Province) (Country)

6. Date of Birth (mm/dd/yyyy)

7. Gender ☐ Male ☐ Female

8. Marital Status ☐ Married ☐ Single ☐ Widowed ☐ Divorced

9. Social Security Number (include all numbers you have ever used) (if any)

10. Alien Registration Number (A-Number) or I-94 Number (if any)
11 digits # on your I-94

11. Have you ever before applied for employment authorization from USCIS?
☒ Yes (If "Yes," complete below) ☐ No

Which USCIS Office? Date(s)

Results (Granted or Denied - attach all documentation)

12. Date of Last Entry into the U.S. (mm/dd/yyyy)

13. Place of Last Entry into the U.S.
City, State

14. Manner of Last Entry (Visitor, Student, etc.)

15. Current Immigration Status (Visitor, Student, etc.)

16. Go to **Part 2** of the Instructions, Eligibility Categories. In the space below, place the letter and number of the category you selected from the instructions (For example, (a)(8), (c)(17)(iii), etc.).

Eligibility under 8 CFR 274a.12 (c) (3) (C)

17. If you entered the Eligibility Category, (c)(3)(C), in item 16 above, list your degree, your employer's name as listed in E-Verfy, and your employer's E-Verify Company Identification Number or a valid E-Verify Client Company Identification Number in the space below.

Degree: _____

Employer's Name as listed in E-Verify: _____

Employer's E-Verify Company Identification Number or a valid E-Verify Client Company Identification Number (*6 digits number)

Certification

Your Certification: I certify, under penalty of perjury under the laws of the United States of America, that the foregoing is true and correct. Furthermore, I authorize the release of any information that U.S. Citizenship and Immigration Services needs to determine eligibility for the benefit I am seeking. I have read the Instructions in **Part 2** and have identified the appropriate eligibility category in **Block 16**.

Signature **Sign in BLACK pen WITHIN this area** Telephone Number Date

Signature of Person Preparing Form, If Other Than Above: I declare that this document was prepared by me at the request of the applicant and is based on all information of which I have any knowledge.

Print Name Address *Signature* Date

Remarks	Initial Receipt	Resubmitted	Relocated		Completed		
			Rec'd	Sent	Approved	Denied	Returned