

OPT 17-Month STEM Extension Request Form & Employer Agreement

Student Information: To be completed by the student

Last Name _____ First Name _____
Address _____ City _____ State _____ Zip _____
SEVIS Number _____
E-mail _____
Work Phone _____ Major & Degree (B.S./M.S./Ph.D.) received _____
OPT Expiration Date _____

**Your extension request will automatically be for 17 months immediately following your current OPT.*

Student Acknowledgment: (To be completed by the student)

By Signing below you understand the following (check boxes)

- I understand my employment must be related to my field of study
- I understand that I am required to report any changes in my name, address, name/location of employer and any periods of unemployment within 10 days of the change to the International Center
- I will limit unemployment to no more than 120 days, applied to the entire 29-month period of post completion OPT.
- I understand that I must make a validation report to the International Office every 6 months beginning with the start date of my OPT Extension even if nothing has changed.
- I agree to these terms and understand that if I do not comply, I will be failing to maintain my F-1 status.

Signature _____ Date _____

Employer Agreement: (To be completed by the employer)

Please type or print clearly

The student named above is/will be working at my company in a position directly related to his/her major area of study. My company has enrolled in E-Verify electronic work verification program and is in good standing.

Employer's Name _____
Address (Employee's work site) _____ City _____ State _____ Zip _____
code _____
Full Name of Supervisor _____ Phone Number _____ E-mail _____
Position of above Named Student _____
Company's E-Verify Identification Number _____

17-Month Extension

Definition:

The 17-month Extension is an extension of the period of post-completion optional practical training (OPT) from 12 months to a total of 29 months for eligible F-1 students. The 17-month Extension is allowed once per lifetime.

Deadlines:

- Application must reach the USCIS prior to the end date listed on the EAD or the application will be denied
- Students can apply with the International Center as early as 120 days before the EAD expires
- The deadline to submit the application to the International Center is no later than 30 days before your current EAD expires

Eligibility:

- Currently participating in a 12-month period of approved post-Completion OPT and must apply in advance of the current OPT's expiration.
- Completion of a Bachelor's, Master's, or Doctoral degree in Science, Technology, Engineering, or Mathematics (STEM) as identified by the Department of Homeland Security.
- Work for a U.S. employer in a job directly related to the student's major area of study
- Work for, or accepted employment with, an employer enrolled in U.S. Citizenship and Immigration Services' E-Verify program. Please check with your employer's HR department. To learn more about E-Verify go to: <http://www.uscis.gov>
- Properly maintain F-1 status:
 - Have not been unemployed more than 90 days during current OPT period. Violating this rule may affect eligibility for further benefits.
 - Have kept the International Office informed of your correct name, address, place of employment and interruptions of such employment.

Reporting Requirements

To maintain F-1 status while on the OPT STEM Extension, students are required to report certain information to the international office.

- **Initial Reporting:** Upon receipt of EAD Card and within 10 days after the start date on the EAD
 - Submit a copy of the EAD Card to the International Office within 10 days of receipt. Email a clear, scanned copy to oisss@ccny.cuny.edu. We must be able to read the dates on the card.
 - E-mail oisss@ccny.cuny.edu to verify correct Local & Permanent International Addresses.

- **Ongoing Reporting:** Students must report the following to the International Center within 10 days of any change
 - Change in Name: Must submit a copy of passport showing the name change.
 - Interruption/change of Employment
 - Permanent Departure from the U.S. during OPT - SEVIS record will be completed & remaining OPT time will be void.
 - Change of Immigration Status - Submit approval notice to the international office.
- **Validation Reports:** Mandated by new OPT immigration regulations for the OPT Extension.
 - Every six months beginning with the start date of the OPT Extension, you must report/verify the following information within 10 days of your reporting dates:
 - Local & Permanent International Address > Through oisss@ccny.cuny.edu
 - Employment (even if nothing has changed) > Report through oisss@ccny.cuny.edu
 - **Example:** Your OPT Extension start date is May 16, 2010. Your validation dates are: November 16, 2010 & May 16, 2011. Earliest date to make the 1st validation report: November 6th, 2010. Last day to make the validation report: November 25th, 2010.