

## **OPT STEM- Mailing Instructions**

### **OPT STEM Request I-20**

Check your OPT STEM I-20 and page 2 for OPT STEM Request Information. Print out your OPT STEM Request I-20, **SIGN and Date** the copy and mail the copy to USCIS as part of the application materials listed below.

### **Application Order**

1. **Payment and Photos-**

# I-765 Guidelines for OPT Applications

These directions are meant to help you with best practices in completing the Form I-765 for STEM OPT Extension application. **Please note, this is not legal advice!!**

## **General Guidelines**

You can find the Form I-765 and official instructions to complete the form here: <https://www.uscis.gov/i-765>

**We STRONGLY recommend you type as much as possible (besides your signature) as the data entry for this form is done via machine reading. Your signature and any answers you were not able to type, should be completed in BLACK INK. (no electronic signatures are permitted)**

If you need more space for a response, use Part 6 Additional Information. Include your name, Alien Registration Number (A-Number) if applicable, and the corresponding Page, Part and Item Numbers for your response at the top of each sheet.

Guidance here is only given for those items that can be somewhat confusing in nature. Please fill all fields, regardless of whether suggestions are given here!

## **Part 1**

Item 1. OPT STEM: Select 1.a.- Initial permission to accept employment

## **Part 2**

Item 2: Share any other way your name is given on your legal documents. This includes “FNU,” multiple last names you may sometimes use, or previous names you used if you changed your name for any reasons, such as marriage.

Item 5: This is the address where USCIS will mail your documents related to this application only. If using anyone

**Item 3-5:** Complete your contact information

**READ THE STATEMENT IN FULL AS THIS IS WHAT YOU ARE AGREEING TO WHEN YOU SIGN THE FORM**