

STEM OPT I-765 Online Filing Guide

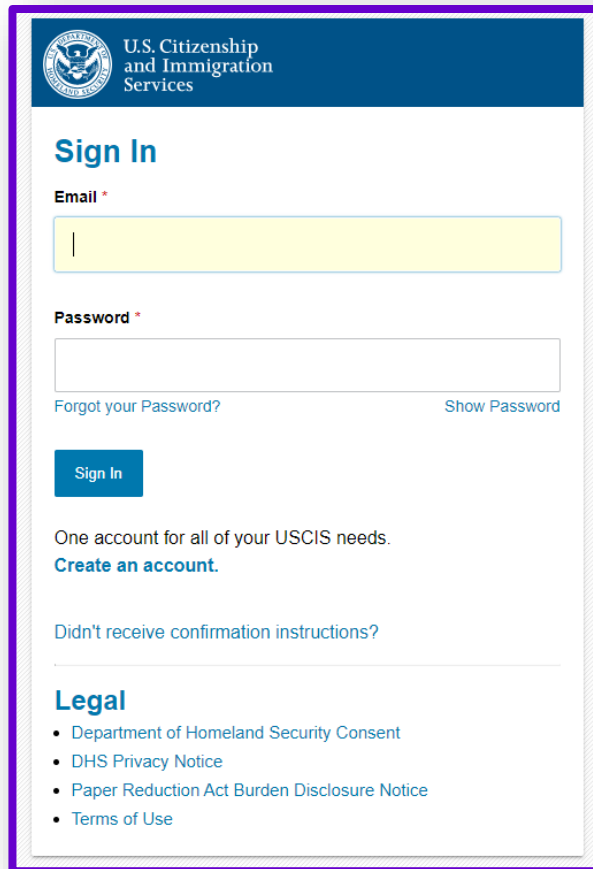
Overview

1. Create a USCIS online account or sign in to your existing account.
2. Select “File a Form Online”
3. Under “Select the form you want to file online” select “I-765, Application for Employment Authorization” then click on “Start Form”
4. Read the instructions carefully and proceed to complete the I-765 application.
Note: Do NOT make payment or submit the application before obtaining the I-20 with the STEM OPT recommendation from the ISO.
5. After submission, retain your receipt # and be sure to monitor your case status closely. If filed in a timely manner, you will receive an automatic 180 extension to your work authorization while your STEM application is pending with USCIS.

See detailed guide below.

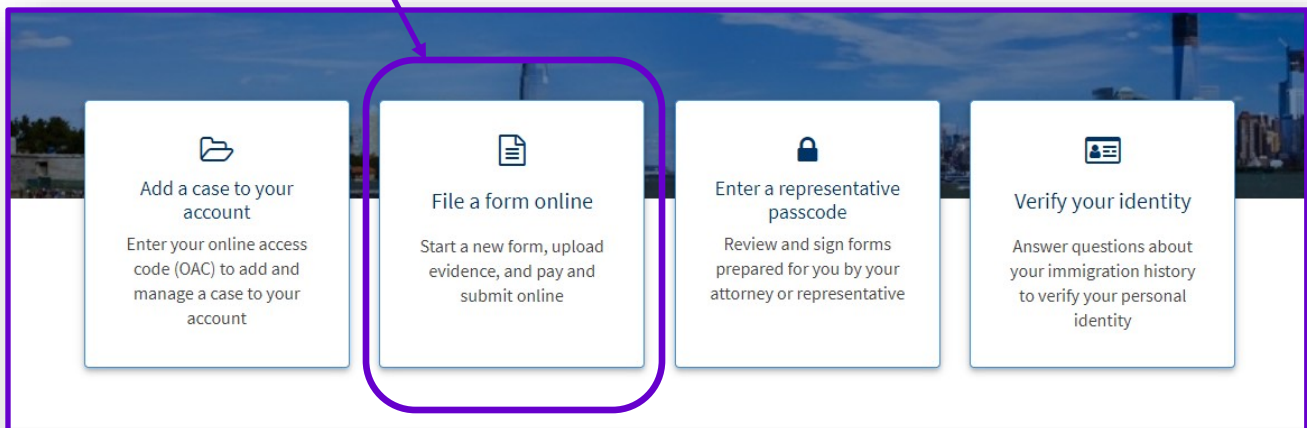
Note: This is a logistics guide to the online I-765 OPT Application. It is important you refer to our STEM OPT video and webpage for eligibility and application requirements for the STEM OPT application.

[Create a USCIS online account or sign in to your existing account at https://myaccount.uscis.gov/](https://myaccount.uscis.gov/)



The screenshot shows the USCIS Sign In page. At the top left is the USCIS logo. The header text reads "U.S. Citizenship and Immigration Services". Below the header is the "Sign In" title. There are two input fields: "Email" and "Password", both marked with an asterisk. Below the password field are links for "Forgot your Password?" and "Show Password". A blue "Sign In" button is positioned below the password field. Below the button, there is a message: "One account for all of your USCIS needs. **Create an account.**" followed by a link: "Didn't receive confirmation instructions?". At the bottom, there is a "Legal" section with a bulleted list of links: "Department of Homeland Security Consent", "DHS Privacy Notice", "Paper Reduction Act Burden Disclosure Notice", and "Terms of Use".

Select "File a form online"



The screenshot shows the USCIS account dashboard with four main menu items. A purple box highlights the "File a form online" option, and a purple arrow points from a callout box above to this option. The items are:

- Add a case to your account**: Enter your online access code (OAC) to add and manage a case to your account.
- File a form online**: Start a new form, upload evidence, and pay and submit online.
- Enter a representative passcode**: Review and sign forms prepared for you by your attorney or representative.
- Verify your identity**: Answer questions about your immigration history to verify your personal identity.

Select "I-765, Application for Employment Authorization"

File a Form

Select the form you want to file online. Once you start, we will automatically save your information for 30 days, or from the last time you worked on the form.

Fee waiver: If you are requesting a fee waiver, you cannot file online. You must file a paper version of both the Form I-912, Request for Fee Waiver and the form for the specific benefit you are requesting. You can review the fee waiver guidance at www.uscis.gov/feewaiver.

Select the form you want to file online.

- I-90, Application to Replace Permanent Resident Card
- I-130, Petition for Alien Relative
- I-134, Declaration of Financial Support
- I-539, Application To Extend/Change Nonimmigrant Status
- I-589, Application for Asylum and for Withholding of Removal
- I-765, Application for Employment Authorization
- I-821, Application for Temporary Protected Status (TPS)
- I-821D, Consideration of Deferred Action for Childhood Arrivals (DACA)

Click on "Start Form"

File a Form

Select the form you want to file online. Once you start, we will automatically save your information for 30 days, or from the last time you worked on the form.

Fee waiver: If you are requesting a fee waiver, you cannot file online. You must file a paper version of both the Form I-912, Request for Fee Waiver and the form for the specific benefit you are requesting. You can review the fee waiver guidance at www.uscis.gov/feewaiver.

Select the form you want to file online.

I-765, Application for Employment Authorization

Use this form to request employment authorization and an Employment Authorization Document (EAD) if your immigration status allows you to work in the United States.

Note: You may apply online if your eligibility category is:

- (a)(12) - Temporary Protected Status (You are submitting an initial Form I-821 or you have an approved Form I-821);
- (c)(3)(A) - F-1 student, pre-completion OPT;
- (c)(3)(B) - F-1 student, post-completion OPT;
- (c)(3)(C) - F-1 student, 24-month extension for STEM students (students holding a degree in science, technology, engineering, or mathematics);
- (c)(11) - Parole;
- (c)(19) - Temporary Protected Status (You have a pending Form I-821); or
- (c)(33) - Consideration of Deferred Action for Childhood Arrivals (DACA) (You must have a pending or approved Form I-821D in order to file Form I-765).

All other applicants must submit a paper [Form I-765](#).

Start form

I-765, Application For Employment Authorization

Green foreign nationals who are in the United States may file Form I-765, Application for Employment Authorization, to request employment authorization and an Employment Authorization Document (EAD). Green foreign nationals who are in possession of a valid nonimmigrant visa in the United States and who are currently on a valid Form I-765 may also file Form I-765 to request an extension and/or renewal of their employment authorization.

Foreign nationals may also apply for Social Security Number and an Form I-765.

You are not eligible to apply for a conditional permanent resident or conditional permanent resident temporary employment authorization unless you are currently on a valid Form I-765.

Learn more about [employment authorization](#).

Before You Start Your Application

- Eligibility**

You may apply online for your eligibility category in:

 - (M)(C) – Temporary Protected Status (You are submitting an initial Form I-765 for your current approved Form I-765)
 - (M)(E) – (F) student, employment only (OPT)
 - (M)(E) – (F) student, employment only (OPT)
 - (M)(E) – (F) student, 24-month extension for STEM students (Students holding a degree in science, technology, engineering or mathematics)
 - (M)(C) – Periods
 - (M)(E) – Temporary Protected Status (You have pending Form I-765)
 - (M)(E) – Derivation of Deferred Action for Childhood Arrivals (DACA)

After you apply, you must submit a paper Form I-765.

Please review the [applying instructions](#) (You are filing Form I-765 online and will be following a partly online process).

(F) Student Seeking Optional Practical Training (OPT)

Temporary Protected Status (TPS)

Periods

Derivation of Deferred Action for Childhood Arrivals

- Fee**

Fee \$310

The application fee includes the Form I-765 filing fee. If you are requesting an EAD on an initial Form I-765, you must pay a fee of \$310. If you are requesting an extension or renewal of your Form I-765, you must pay a fee of \$310. If you are requesting an extension or renewal of your Form I-765, you must pay a fee of \$310. If you are requesting an extension or renewal of your Form I-765, you must pay a fee of \$310.

Before filing Form I-765, you must pay the fee. If you are requesting an extension or renewal of your Form I-765, you must pay a fee of \$310. If you are requesting an extension or renewal of your Form I-765, you must pay a fee of \$310.

Please refer to the instructions for the form (you are filing for additional information) for more information on the USCIS Service Center (SC) and the fee. If you are filing for an extension or renewal of your Form I-765, you must pay a fee of \$310.

- Documents you may need**

Check and make sure you have:

 - A copy of your Form I-765, if you are currently on a Temporary Protected Status (TPS), a period of your status as a Form I-765 non-immigrant (NI), student, or another non-immigrant.
 - A copy of your valid EAD (if any). If you are requesting an extension or renewal of your EAD, you must submit a copy of your current EAD. If you are requesting an extension or renewal of your EAD, you must submit a copy of your current EAD. If you are requesting an extension or renewal of your EAD, you must submit a copy of your current EAD.
 - A valid passport (with photograph) of your current nationality.

USCIS will automatically inform you which documents and additional information you may need to provide to us to support your application. These requirements for additional information will be based on the information you provide in the application, such as your current history and nationality.

Any documents containing foreign language submitted to USCIS must be accompanied by a full English language translation that is accurate, readable, complete and accurate, and by the translator's certification that the translation is a true and accurate translation of the foreign language into English.

- Biometric services appointment**

USCIS may require that you appear for an in-person biometric services appointment, fingerprint and photograph, at any time and at your identity, alien admission information, and arrival assignment and security checks, including a check of your criminal history records maintained by the Federal Bureau of Investigation (FBI). Before making an appointment, you must first check the status of your application and ensure it is complete. We will inform you in writing if you need to attend a biometric services appointment. For appointments necessary, the release will provide you the location of the appointment and the date and time of your appointment.

If you are required to provide biometric services, you must appear for each biometric service:

 - You provided an authorized address in the application.
 - You received and understood all of the information contained in, and submitted with, your application, and
 - All of the biometric information is complete, true, and correct at the time of filing.

If you do not attend your biometric services appointment, USCIS may deny your application.

- After You Submit Your Application**
 - Track your case online**

After you submit your form, you can track its status through your USCIS account. Sign in to your account after to check your case status and read any important messages from USCIS.
 - Respond to requests for information**

If we need more information from you, we will send you a Request for Evidence (RFE) or Request for Information (RFI). You can respond to our requests and upload your documents through your USCIS account.
 - Receive your decision**

The decision on your Form I-765 involves a determination of whether you have established eligibility for the non-immigrant status. USCIS will notify you of the decision in writing. If your application is approved, we will either mail your EAD to you or we may require you to bring your EAD to the USCIS office. If USCIS denies your application, you will receive a written explanation in the form of a denial.

Next

Completing Your Form Online

- Filing online**

Submitting your application online is the same as filling in a completed paper form. They both gather the same information.
- Complete the Getting Started section first**

You should answer all questions in the Getting Started section first as we can best assist you with the rest of your online form experience.
- Provide as many responses as you can**

You should provide as many responses as you can. Incomplete fields or questions and missing information can slow down the process after you submit your form.
- We will automatically save your responses**

We will automatically save your information when you click next to go to a new page or navigate to another section of the form. We will save your information for 60 days from today, or from the last time you worked on the form.
- How to continue filling out your form**

After you start your form, you can sign in to your account to continue where you left off.

DHS Privacy Notice

AUTHORITY: The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act, 8 U.S.C. section 1324a, and 8 CFR 214.4(c).

PURPOSE: The primary purpose for providing the requested information on this application is to determine eligibility for certain alien status and temporarily in the United States requesting an Employment Authorization Document. DHS uses the information you provide to determine the benefits you are seeking.

DISCLOSURE: The information you provide is voluntary. However, failure to provide the requested information, including your Social Security number, and any requested evidence may delay a final decision on your application.

ROUTINE USES: DHS may, where allowable under relevant confidentiality provisions, share the information you provide on this application and any additional requested evidence with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses, as described in the associated published system of records notices (DHS/USIS-004 – Alien File, Info, and National File Tracking System); DHS/USIS-007 – Benefits Information System; DHS/USIS-040 – Asylum Information and Processing and DHS/USIS-047 Refugee Case Processing and Security Screening Information System) and the published privacy impact assessments (DHS/USIS/PIA-04(x) Computer United Application Information Management System and Associated Systems); DHS/USIS/PIA-007 Asylum Division; DHS/USIS/PIA-008 USIS Biometric Immigration System) and DHS/USIS/PIA-008 Refugee Case Processing and Security Screening, which you can find at [www.dhs.gov/privacy](#). DHS may also share this information as appropriate for law enforcement purposes and in the interest of national security.

Paperwork Reduction Act

An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a currently valid Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated to average 4 hours and 50 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. The collection of information is estimated to require a hour and 40 minutes. The public reporting burden for the collection of information for Form I-765 (018) is estimated at 60 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

U.S. Citizenship and Immigration Services
Office of Policy and Strategy, Regulatory Coordination Division
2800 Capital Gateway Drive, Mail Stop 9240
Camp Springs, MD 20746-0008

Do not mail your completed I-765 application to this address.
DHS Use 1812-0040
Required 01/1/2022

Security Reminder

If you do not work on your application for more than 60 days, we will delete your data in order to protect against personal information leaks.

Back

Start

Read through the instructions, then click "Next" then "Start" to start the form.

Select (c)(3)(C) for STEM Extension

I-765, Application for Employment Authorization

Getting Started ^

- Basis of eligibility
- Reason for applying
- Preparer and interpreter information

About You v

Evidence v

Additional Information v

Review and Submit v

What is your eligibility category?

⚠ You can file your request online only for certain eligibility categories

If your eligibility category does not appear on the drop-down list, you must file a paper [Form I-765](#). If you submit online and are not eligible for one of the listed categories, your application may be denied.

(c)(3)(C) STEM Extension

- (a)(12) Temporary Protected Status Granted
- (c)(3)(A) Student Pre-Completion OPT
- (c)(3)(B) Student Post-Completion OPT
- (c)(3)(C) STEM Extension
- (c)(11) Parole
- (c)(19) Temporary Protected Status Pending
- (c)(33) Consideration of Deferred Action for Childhood Arrivals

Once you select (c)(3)(C), you will be prompted to answer the follow questions.

What is your degree?

Enter your STEM major and CIP code (XX.XXXX)

What is your employer's name as listed in E-Verify?

You may not apply for OPT STEM with an Employer that is not E-Verified.

What is your employer's E-Verify company identification number or a valid E-Verify client company identification number?

Note your employer E-Verify # is different from your employer's EIN.

Back Next

I-765, Application for Employment Authorization

Getting Started ^

- Basis of eligibility
- Reason for applying**
- Preparer and interpreter information

About You v

Evidence v

Additional Information v

Review and Submit v

What is your reason for applying?

- Initial permission to accept employment
- Replacement of lost, stolen, or damaged employment authorization document or correction of my employment authorization document NOT DUE to US Citizenship and Immigration Services error
- Renewal of permission to accept employment

Have you previously filed Form I-765?

- Yes
- No

Back Next

Select Renewal to apply for STEM OPT

Answer YES for STEM OPT Applications.

I-765, Application for Employment Authorization

Getting Started

- Basis of eligibility
- Reason for applying
- Preparer and interpreter information

About You

- Evidence
- Additional Information
- Review and Submit

Is someone assisting you with completing this application?

Yes

No

[Back](#) [Next](#)

If you have a legal representative assisting you, answer "Yes".

Otherwise, answer "No".

Enter your legal name as indicated on your passport and I-20.

I-765, Application for Employment Authorization

Getting Started

About You

- Your name
- Your contact information
- Describe yourself
- When and where you were born
- Your immigration information
- Other information

Evidence

Additional Information

Review and Submit

What is your current legal name?

Your current legal name is the name on your birth certificate, unless it changed after birth by a legal action such as marriage or court order. Do not provide any nicknames here.

Given name (first name)

Middle name

Family name (last name)

Have you used any other names since birth?

Other names used may include nicknames, aliases and maiden names.

Yes

No

[Back](#) [Next](#)

If you do not have any other names, answer no. If you answer yes, the system will prompt you to enter other names used.

I-765, Application for Employment Authorization

Getting Started ▼

About You ▲

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

How may we contact you?

Daytime telephone number

Mobile telephone number (if any)

This is the same as my daytime telephone number.

Email address

You should use a telephone number and email that you will have access to for at least 6-8 months.

This is the address where USCIS will mail your EAD card and any other relevant documents for your OPT/STEM application. USCIS may take on average 4-6 months to adjudicate your application. Therefore, you will want to put a mailing address that you will have access to for at least 6 months.

Once you enter your address, USCIS will ask you to verify the address. As the recommended address is formatted for USPS mailing, you should select the recommended address if it looks correct to avoid potential delays.

If the mailing address is different from where you live, you should select "No". The system will then prompt you to enter your current residence address. Otherwise, select "Yes".

What is your current U.S. mailing address?

We will use your current mailing address to contact you throughout the application process. We may not be able to contact you if you do not provide a complete and valid address. Please provide a U.S. address only.

In care of name (if any)

Address line 1

Street number and name

Address line 2

Apartment, suite, unit, or floor

City or town **State** **ZIP code**

 ▼

Is your current mailing address the same as your physical address?

Yes

No

Complete your information in the following pages accordingly.

I-765, Application for Employment Authorization

Getting Started

About You

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence

Additional Information

Review and Submit

What is your gender?

Male

Female

What is your marital status?

Single

Married

Divorced

Widowed

Back Next

I-765, Application for Employment Authorization

Getting Started

About You

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence

Additional Information

Review and Submit

What is your city, town, or village of birth?

What is your state or province of birth?

What is your country of birth?

What is your date of birth?

MM/DD/YYYY

I-765, Application for Employment Authorization

Getting Started

About You

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence

Additional Information

Review and Submit

What is your country of citizenship or nationality?

List all countries where you are currently a citizen or national.

+ Add country

What is your Form I-94 Arrival-Departure Record Number (if any)?

When did you last arrive in the United States?

List your arrival date, place of arrival, and status at arrival.

Date of arrival (on or about)

MM/DD/YYYY

Place of arrival

Status at last arrival

Note: if you are a citizen/national of more than one country, click the "add country" button to add all countries where you hold citizenship.

Please pull your most **recent I-94 here** and enter your Admission record number as shown on your I-94. Then complete your last arrival information accordingly.

What is the passport number of your most recently issued passport?

What is your travel document number (if any)?

What is the expiration date of your passport or travel document?

What country issued your passport or travel document?

What is your current immigration status or category?

What is your Student and Exchange Visitor Information System (SEVIS) Number (if any)?

Use the "Additional Information" section to include all previously used SEVIS numbers.

Complete your passport and travel document information accordingly. The travel document number may be left blank unless you have a travel document other than your passport.

Select "F1 - Student, Academic Or Language Program" for your current immigration status. If you are not currently in F-1 status, you are not eligible to apply for STEM OPT.

Your SEVIS Number can be found on your I-20 (Upper left corner of page 1 of I-20)

I-765, Application for Employment Authorization

Getting Started

About You

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence

Additional information

Review and Submit

What is your A-Number?

I do not have or know my A-Number.

A-

What is your USCIS Online Account Number?

Providing your unique USCIS Online Account Number (OAN) helps us manage your account. You may already have an OAN if you previously filed certain paper forms and received an Account Access Notice in the mail. You can find the OAN at the top of the notice; it is not the same as an A-Number.

I do not have or know my USCIS Online Account Number.

Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?

Yes

No

Do you want the SSA to issue you a Social Security card?

Yes

No

Back Next

Your A-Number is the USCIS # on your EAD card.

Select "yes" and enter your SSN.
You should then select "no" to "Do you want the SSA to issue you a Social Security card."

Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?

Yes

No

What is your Social Security number (if known)?

I-765, Application for Employment Authorization

Getting Started ▼

About You ▼

Evidence ▲

2 x 2 photo of you

Form I-94

Employment Authorization Document

Previously authorized CPT or OPT

Form I-20

Additional Information ▼

Review and Submit ▼

2 X 2 Photo Of You

Upload a recent color photograph of yourself that measures 2 inches by 2 inches, with your face measuring 1 inch to 1 3/8 inch from your chin to the top of your head. Your eyes should be between 1 1/8 inch and 1 3/8 inch from the bottom of the photo.

Make sure your whole face is visible, you are facing the camera directly, and the background is white or off-white. Your head must be bare, unless contrary to your religious beliefs.

If you need help understanding the photo requirements or want to resize, rotate, or crop your photo, you can use the Department of State's [photo composition tools](#). Please note that we cannot approve your application without your photo.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, or PNG
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than one document at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back Next

Upload a passport photo of you that meets [USCIS specifications](#)

Upload a copy of your most [recent I-94](#).

I-765, Application for Employment Authorization

Getting Started ▼

About You ▼

Evidence ▲

2 x 2 photo of you

Form I-94

Employment Authorization Document

Previously authorized CPT or OPT

Form I-20

Additional Information ▼

Review and Submit ▼

I-94, Arrival And Departure Record

Upload a copy of one of the following:

- Your Form I-94, Arrival-Departure Record (front and back);
- A printout of your electronic Form I-94 ; or
- Your passport or other travel document.

If you were admitted to the United States by CBP at an airport or seaport after April 30, 2013, CBP may have issued you an electronic Form I-94 instead of a paper Form I-94. You may visit the [CBP website](#) to obtain a paper version of an electronic Form I-94. CBP does not charge a fee for this service. Some travelers admitted to the United States at a land border, airport, or seaport, after April 30, 2013, with a passport or travel document, who were issued a paper Form I-94 by CBP, may also be able to obtain a replacement Form I-94 from the CBP website without charge.

If your Form I-94 cannot be obtained from the CBP website, it may be obtained by filing [Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Record](#), with USCIS. USCIS does charge a fee for this service.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back Next

I-765, Application for Employment Authorization

Getting Started ▼

About You ▼

Evidence ▲

2 x 2 photo of you

Form I-94

Employment Authorization Document

Previously authorized CPT or OPT

Form I-20

Additional Information ▼

Review and Submit ▼

Employment Authorization Document Or Government ID

Upload a copy of your last Employment Authorization document (EAD) (front and back). If you were not previously issued an EAD, you must upload a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back Next

Upload a copy of your most recent passport and if applicable, the front and back of any previously issued EAD card(s).

Important Note: If your passport has expired, you must renew before applying.

Upload a copy of the I-20 with your STEM OPT recommendation. Please ensure the I-20 is signed by you with wet blue ink.

Important Note: Your application will be rejected without this I-20 resulting in the loss of your application fee.

I-765, Application for Employment Authorization

Getting Started ▾

About You ▾

Evidence ▲

- 2 x 2 photo of you
- Form I-94
- Employment Authorization Document
- Previously authorized CPT or OPT
- Form I-20**

Additional Information ▾

Review and Submit ▾

I-20, Certificate Of Eligibility For Nonimmigrant Student Status

Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back Next

I-765, Application for Employment Authorization

Getting Started ▾

About You ▾

Evidence ▲

- 2 x 2 photo of you
- Form I-94
- Employment Authorization Document
- Form I-20
- College degree**
- Institution accreditation

Additional Information ▾

Review and Submit ▾

College Degree

Upload evidence the degree that is the basis for the STEM OPT extension is in one of the degree programs currently listed on the [STEM Designated Degree Program List](#) or a copy of your prior STEM degree.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back Next

Upload a copy of your diploma indicating the STEM degree you are applying with.

This is needed only if you are apply for STEM OPT extension based on a previously earned STEM degree. If you are using your current degree, please move forward.

I-765, Application for Employment Authorization

Getting Started



About You



Evidence



2 x 2 photo of you

Form I-94

Employment Authorization Document

Form I-20

College degree

Institution accreditation

Additional Information



Review and Submit



Institution Accreditation

Upload evidence that the institution that granted your STEM degree is currently accredited by the U.S. Department of Education and certified by the Student Exchange and Visitor Program (SEVP), if this STEM OPT extension is based on a previously earned STEM degree.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Back

Next

I-765, Application for Employment Authorization

- Getting Started
- About You
- Evidence
- Additional Information**
- Review and Submit

Additional Information

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

[+ Add a response](#)

[Back](#) [Next](#)

We recommend you include a copy of your transcript of your STEM degree here.

Make sure to review your application very closely. If you see any notifications for errors/alerts, you must address them.

I-765, Application for Employment Authorization

- Getting Started
- About You
- Evidence
- Additional information
- Review and Submit**

Check your application before you submit

We will review your application to check for accuracy and completeness before you submit it.

We encourage you to provide as many responses as you can throughout the application, to the best of your knowledge. Missing information can slow down the review process after you submit your application.

You can return to this page to review your application as many times as you want before you submit it.

Your fee

1 Your form filing fee is: \$410

Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.

Alerts and warnings

You have one or more alerts and warnings based on the information you provided in your application.

A red alert means you have incomplete responses or inconsistent data. You cannot submit your application with any alerts.

- 1** There are errors in About You: Your name
 - [Edit my responses](#)
- 1** There are errors in About You: Your contact information
 - [Edit my responses](#)
- 1** There are errors in About You: When and where you were born
 - [Edit my responses](#)

[Back](#) [Next](#)

Check your application before you submit

We will review your application to check for accuracy and completeness before you submit it.

We encourage you to provide as many responses as you can throughout the application, to the best of your knowledge. Missing information can slow down the review process after you submit your application.


You can return to this page to review your application as many times as you want before you submit it.

Your fee

 Your form filing fee is: \$410

Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.

Alerts and warnings

 We found no alerts or warnings in your application.

[Back](#)

[Next](#)

If no errors/alerts are picked up, you will see a green notification. Click next to review your I-765 information.



Do not go beyond this point if you have not yet received an I-20 with the STEM recommendation from the ISO. Click on “View draft snapshot” to generate and download a PDF of your application. Send this draft PDF of your I-765 application and any supporting documents to the internationalservices@tcu.edu email so that an ISO advisor may review and process your request. You may save and exit to complete this application at a later time.

If you have the I-20 with the STEM OPT recommendation, please move forward with the application.

I-765, Application for Employment Authorization

- Getting Started
- About You
- Evidence
- Additional Information
- Review and Submit**

Review your application

Your application summary

Your statement

Review the I-765 form information

Here is a summary of all the information you provided in your application.

Make sure you have provided responses for everything that applies to you before you submit your application. You can edit your responses by going to each application section using the site navigation.

We also prepared a draft case snapshot with your responses, which you can download below.

[View draft snapshot](#) [Print](#)

Getting Started

Basis of eligibility

What is your eligibility category? (c)(3)(B) Student Post-Completion OPT

What is your degree?

What is your employer's name as listed in E-Verify?

What is your employer's E-Verify company identification number or a valid E-Verify client company identification number?

Reason for applying

What is your reason for applying? Initial permission to accept employment

Have you previously filed Form I-765? No

I-765, Application for Employment Authorization

Getting Started ✓

About You ✓

Evidence ✓

Additional Information ✓

Review and Submit ^

Review your application

Your application summary

Your statement

Your signature

Pay and submit

Pay for and submit your application

The final step to submit your Form I-765, Application for Employment Authorization is to pay the required fee.

Your application fee is: **\$410.**

Refund Policy: By continuing this transaction, you agree that you are paying for a government service and that the filing fee, biometric services fee and all related financial transactions are final and not refundable, regardless of any action USCIS takes on an application, petition or request, or how long USCIS takes to reach a decision. You must submit all fees in the exact amounts.

We will send you to Pay.gov — our safe and secure payment website — to pay your fees and submit your form online.

Here are the steps in the payment and submission process:

1. Provide your billing information on Pay.gov
2. Provide your credit card or U.S. bank account information
3. Submit your payment

When you have paid your fee, your form will be submitted.

Pay.gov will redirect you to a uscis.gov confirmation screen, which will include your receipt number. Please keep a copy of your receipt number for your records. You can track the status of your application through your USCIS online account.

Pay and submit

Review each of these pages carefully. You will be prompted to agree to the “Applicant’s Statement”, digitally sign the application, and finally pay the application fee.

Important NOTE!

USCIS filing fee is **not refundable**. Avoid clicking the back or refresh button on your browser. If you have not yet received the I-20 with the STEM OPT recommendation from the ISO, you should NOT complete the payment at this time. Click Cancel to be taken back to the USCIS online portal.

Once you click “Pay and Submit, you will be redirected to the Pay.gov website for payment of the OPT application fee.

You will have the option to pay either pay the fee using Credit Card or with ACH from a Savings or Checking account. If the payment is successful, you will be redirected back to USCIS website where you should get confirmation indicating your I-765 application was successfully submitted.

Your submitted application will automatically be assigned a USCIS receipt number. We recommend you print out an electronic receipt from your myUSCISaccount portal. You should also receive a paper receipt notice in the mail in 1-2 weeks.

After you pay, you will be redirected to a screen confirming that your form was submitted. Click “Go to my cases” to view your case card and receipt notice. Please save a copy of your receipt number for your records.

IMPORTANT NOTE: Once you submit your payment information, you will not be able to change or edit your I-765 application.

You are all set!

Be sure to check on the progress of your application by accessing “Case Status” in your USCIS online account.

Please do not hesitate to reach out to the ISO at internationalservices@tcu.edu if you have any questions or concerns.