# STEM OPT - Extension

# Information Session
# Spring 2024

# STEM OPT Extension
# Info Session Spring 2024

## Thanks for joining us today!

**Please mute your microphone**

**Use the Q&A feature to submit a question**

# STEM OPT Extension Info Session Agenda

- ❑ STEM OPT Extension Basics
- ❑ STEM OPT Extension Application Process
- ❑ STEM OPT Extension Filing Tips
- ❑ Reminders While STEM OPT is Pending
- ❑ Reporting Requirements
- ❑ STEM OPT Reporting – iHopkins Access
- ❑ Travel during STEM OPT
- ❑ Q&A

# OIS STEM OPT Website

JOHNS HOPKINS | Office of International Services

Contact OIS | Students | Scholars & Employees | Travel Information | University & Community Resources | Department Administrators

**Students**

- New Students
- Current F-1 Students
  - Maintaining F-1 Status
  - Full-Time Study Requirement
  - Updating Your Address
  - Extending Your Stay
  - Transfer Out and Change of Level
  - F-1 Training and Employment
    - On-Campus Employment
    - Curricular Practical Training
    - Optional Practical Training
    - OPT STEM Extension
    - Other Employment Authorizations
  - F-2 for Family Members
- Current J-1 Students

/ Students / Current F-1 Students / F-1 Training and Employment / OPT STEM Extension

## OPT STEM Extension

STEM OPT Eligibility | Application Process | STEM Reporting | Completing STEM | Cap-Gap Status | STEM OPT FAQs

The 24-month STEM OPT Extension (STEM OPT) is defined in the F-1 regulations as a "*24-month extension of post-completion OPT for a science, technology, engineering, or mathematics (STEM) degree.*"

Keep in mind that as the student in F-1 status, **you** are responsible for applying for the STEM OPT extension in a timely and complete manner. Before filing your STEM OPT application with USCIS, you must first receive an I-20 recommending STEM OPT from OIS. The Department of Homeland Security has a website that provides details for students and STEM OPT employers.

# STEM OPT Extension Basics

24 Month STEM OPT Extension Eligibility Requirements:

- ❑ You must have earned a qualifying STEM degree from an accredited, SEVP-certified US higher educational institution in the last 10 years.

**PROGRAM OF STUDY**

| EDUCATION LEVEL | MAJOR 1 | MAJOR 2 |
|---|---|---|
| DOCTORATE | Biostatistics 26.1102 | None 00.0000 |

- ❑ You must be currently authorized for post completion OPT, maintaining F-1 status, and have not exceeded 90 days unemployment

- ❑ You have had no more than one previous STEM OPT extension

# STEM OPT Extension Basics

STEM OPT Employment Requirements:

- ❑ You must pursue a job directly related to your STEM major/field of study
- ❑ The job must be paid. Volunteer or unpaid internships are not allowed.
- ❑ You must work at least 20 hours per week in each job you hold during STEM OPT
- ❑ There must be a bona fide employer-employee relationship. You must be supervised by your employer. Self-employment is not allowed.
- ❑ The Employer must be registered in E-Verify and have an IRS Employer Identification Number (EIN)
- ❑ The employer must complete and sign the Form I-983 Training Plan agreeing to wage, working conditions, supervision, site visit and reporting obligations.
- ❑ You may have multiple jobs during the STEM OPT Extension. All jobs/employers must meet these requirements. You must submit Form I-983 for each employer.

# STEM OPT Extension Basics

STEM OPT Extension Dates

- STEM OPT begins the day after your current OPT ends. The end date is 24 months after the start date.
  - Example: If post-completion OPT ends on Aug 31, then the STEM OPT period begins on Sep 1.
- The start of the STEM OPT Extension EAD card is based on your current OPT end date, regardless of whether the STEM OPT authorization dates match the actual employment dates with the STEM OPT employer.

**EMPLOYMENT AUTHORIZATIONS**

| TYPE | FULL/PART-TIME | STATUS | START DATE | END DATE |
|---|---|---|---|---|
| POST-COMPLETION OPT | FULL TIME | APPROVED | 01 SEPTEMBER 2022 | 31 AUGUST 2023 |
| STEM OPT | FULL TIME | REQUESTED | 01 SEPTEMBER 2023 | 31 AUGUST 2025 |

# STEM OPT Extension Application Process

- ❑ Submit STEM OPT Extension eForm in iHopkins and upload completed I-983 Form.
  - ❑ *Allow for OIS processing time: up to 10 business days. We will not issue the I-20 more than 90 days before your current OPT end date.*

- ❑ Receive I-20 with STEM OPT Recommendation from OIS.
  - ❑ *Don't forget to sign your name and date with a pen on the first page.*

- ❑ Prepare STEM OPT Application and Submit I-765 to USCIS. (www.uscis.gov)
  - ❑ *USCIS must receive application within the filing period - up to 90 days before the end date of post-completion OPT and **BEFORE** the end of your current OPT*
  - ❑ *You must submit STEM OPT application to USCIS within 60 days after the STEM OPT I-20 is issued by OIS*

- ❑ Receive EAD from USCIS.
  - ❑ *After USCIS approves the STEM OPT application, the Employment Authorization Card (EAD) will be mailed to you.* It can take 2-4 months to receive your EAD.

# The Form I-983

DEPARTMENT OF HOMELAND SECURITY
U.S. Immigration and Customs Enforcement

OMB APPROVAL NO. 1653-0054
EXPIRATION DATE: 5/31/2025

## TRAINING PLAN FOR STEM OPT STUDENTS

Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)

| SECTION 1: STUDENT INFORMATION (Completed by Student) | | |
|---|---|---|
| Student Name (Surname/Primary Name, Given Name): | | Student Email Address: |
| Name of School Recommending STEM OPT: | Name of School Where STEM Degree Was Earned: | SEVIS School Code of School Recommending STEM OPT (including 3-digit suffix): |
| Designated School Official (DSO) Name and Contact Information: | Student SEVIS ID No.: | STEM OPT Requested Period (mm-dd-yyyy):<br>From: _____<br>To: _____ |

Qualifying Major and Classification of Instructional Programs (CIP) Code: _____

Level/Type of Qualifying Degree: _____

Date Awarded (mm-dd-yyyy): _____

Based on Prior Degree? ☐ Yes ☐ No

Employment Authorization Number: _____

# STEM OPT Extension Application Process

- Form I-983 – Required form for the STEM OPT Extension
  - Form I-983 is a 5 page document. Detailed I-983 instructions are available on the OIS STEM OPT Website.
  - You and your employer must keep the Form I-983 updated and submit any changes to OIS
  - Both you and your employer are required to sign the Form I-983
  - The Form I-983 Training Plan includes information such as your work site address, salary, hours per week, supervisor information, job details, your goals & objectives, and required evaluations
  - Form I-983 is not submitted to USCIS with your STEM OPT application. However, it is a vital part of STEM OPT employment requirements, and is required for OIS to issue the I-20 recommending STEM OPT

# STEM OPT Extension Application Process

- Reminders/Common Mistakes:
  - Make sure the information on STEM OPT Extension eForm and Form I-983 match!
  - The STEM OPT Requested period on page 1 must be the start date of STEM OPT extension (immediately following the post-completion OPT end date).
  - Be sure to include your Major **and** CIP code on Page 1.

DEPARTMENT OF HOMELAND SECURITY
U.S. Immigration and Customs Enforcement

OMB APPROVAL NO. 1653-0054
EXPIRATION DATE: 5/31/2025

**TRAINING PLAN FOR STEM OPT STUDENTS**
Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)

**SECTION 1: STUDENT INFORMATION (Completed by Student)**

| | | |
|---|---|---|
| Student Name (Surname/Primary Name, Given Name): | | Student Email Address: |
| Name of School Recommending STEM OPT: | Name of School Where STEM Degree Was Earned: | SEVIS School Code of School Recommending STEM OPT (including 3-digit suffix): |
| Designated School Official (DSO) Name and Contact Information: | Student SEVIS ID No.: | STEM OPT Requested Period (mm-dd-yyyy): From: To: |

Qualifying Major and Classification of Instructional Programs (CIP) Code:

Level/Type of Qualifying Degree:

Date Awarded (mm-dd-yyyy):

Based on Prior Degree? ☐ Yes ☐ No

Employment Authorization Number:

# STEM OPT Extension Application Process

- Reminders/Common Mistakes:
  - The Start Date of Employment on page 2 should be the employment start date on STEM OPT (might be different from but should be no sooner than the STEM OPT authorization start date)
  - Ensure accurate EIN number is submitted
  - Employer information
    - Make sure your OPT employer information is accurate. Submit the OPT Reporting eForm in iHopkins if updates are needed.

| SECTION 3: EMPLOYER INFORMATION (Completed by Employer) | | | | |
|---|---|---|---|---|
| Employer Name: | | Street Address: | | Suite: |
| Employer Website URL: | | City: | State: | ZIP Code: |
| Employer ID Number (EIN): | Number of Full-Time Employees in U.S.: | North American Industry Classification System (NAICS) Code: | | |
| OPT Hours Per Week (must be at least 20 hours/week): | Compensation:<br>A. Salary Amount and Frequency: | | | |
| Start Date of Employment (mm-dd-yyyy): | B. Other Compensation (Type and Estimated Amount or Value):<br>1.<br>2.<br>3.<br>4. | | | |

# STEM OPT Extension Application Process

- Reminders/Common Mistakes:
  - Make sure employer site information is accurate and employer or supervisor signatory signs the document.

**Note: DHS may, at its discretion, conduct a site visit of the employer to ensure that program requirements are being met, including that the employer possesses and maintains the ability and resources to provide structured and guided work-based learning experiences consistent with this Plan.**

Signature of Employer Official with Signatory Authority: _____

Printed Name and Title of Employer Official with Signatory Authority: _____

Date (mm-dd-yyyy): _____ Printed Name of Employing Organization: _____

ICE Form I-983 (7/16) Page 2 of 5

# STEM OPT Extension Filing Tips

- ❑ Review your STEM OPT I-20 before filing
  - ❑ Your STEM OPT recommendation is on Page 2

**Department of Homeland Security**
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

**SEVIS ID:** **(F-1)** **NAME:**

**EMPLOYMENT AUTHORIZATIONS**

| TYPE | FULL/PART-TIME | STATUS | START DATE | END DATE |
|---|---|---|---|---|
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| STEM OPT | FULL TIME | REQUESTED | 01 SEPTEMBER 2023 | 31 AUGUST 2025 |

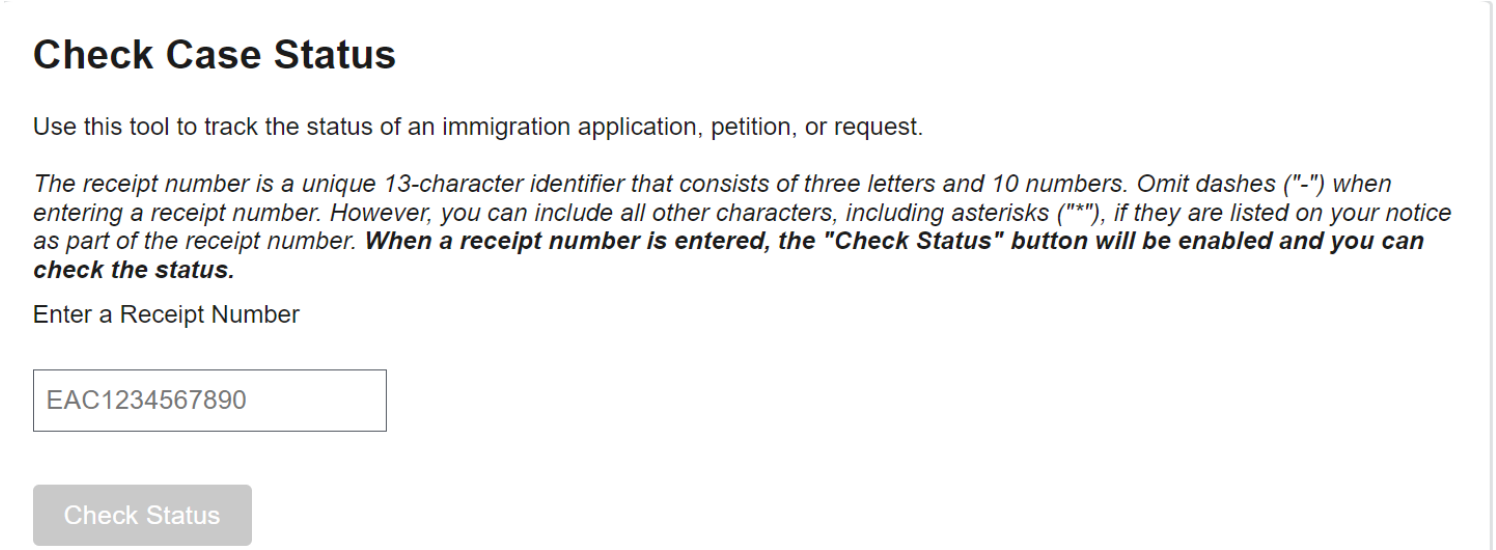
- ❑ You can only file your STEM OPT application with USCIS *after* receiving the STEM OPT I-20 from OIS!

- ❑Have a valid U.S. mailing address for 3-4 months in the future
  - ❑The EAD card cannot be "Forwarded" to a new address if you move
  - ❑If you need to move, file a Change of Address with USCIS in your online account

- ❑ You can file with Premium Processing for an additional fee

# STEM OPT Extension Filing Tips

- ❑ You must file your OPT application with USCIS from inside of the U.S.
- ❑ Use the proper eligibility category on the I-765 for STEM OPT extension: (C)(3)(C)
- ❑ Track your case online at www.uscis.gov and check your mail frequently for notices



## Check Case Status

Use this tool to track the status of an immigration application, petition, or request.

*The receipt number is a unique 13-character identifier that consists of three letters and 10 numbers. Omit dashes ("-") when entering a receipt number. However, you can include all other characters, including asterisks ("*"), if they are listed on your notice as part of the receipt number.* ***When a receipt number is entered, the "Check Status" button will be enabled and you can check the status.***

Enter a Receipt Number

EAC1234567890

Check Status

# STEM OPT Extension – Pending Application

- ❑ Contact OIS if your STEM OPT is rejected, denied or if you receive a request for Evidence (RFE).

- ❑ Contact OIS if you change your employer or your employment is terminated while STEM OPT is pending.

- ❑ Your work authorization is automatically extended for 180 days after you properly and timely file your STEM OPT application with USCIS

  - ❑You can work while the application is pending and before receiving the STEM EAD

# Reporting Requirements

- Submit the STEM OPT Reporting eForm in iHopkins any time there is a change to your information or employment.
- If any information on the Form I-983 changes, a new Form I-983 is needed.
- Submit the STEM OPT Reporting eForm for:
  - New employment
  - Employer is acquired by another company or company merger occurs
  - Employment ends
  - Change of home address
  - Change of employer's address, EIN, name, or any change to employment status
  - Change of phone number/email address
  - Change of visa status (if you change to H-1B, for example)
  - If you depart the U.S. and no longer need STEM OPT

# Reporting Requirements

- 6 Month Participation Reports due at: 6, 12, 18 and 24 months.
  - You are required to report every 6 months based on the start date of STEM OPT EAD even if there are no changes to your employment
  - You are required to report 6-month participation even if you are unemployed

- At 12 months and 24 months, you must complete self-evaluations by completing page 5 of the Form I-983 in addition to the validation report
  - When employment ends, the final evaluation (bottom half of page 5) is due.

**EVALUATION ON STUDENT PROGRESS**

Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc., during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.

Range of Evaluation Dates: From (mm-dd-yyyy): _____ To (mm-dd-yyyy): _____

# STEM OPT Report - iHopkins Access

- **If you have access to JHU systems using your JHED:**

  - Go to http://iHopkins.jhu.edu.
  - Click "Login" under "Active JHED Login".
  - Login with your JHED ID and password.
  - Once logged in, click on "F-1 Practical Training", then click on "STEM OPT Reporting Form."

- **If you no longer have access to JHU systems using your JHED:**

  - Go to http://iHopkins.jhu.edu.
  - Click "No JHED Login"
  - Click "Email me my Limited Access PIN."
  - Enter your Hopkins/University ID.
  - A PIN will be emailed to your email address that is on file with the OIS.
  - Once you receive the PIN, log in using your Hopkins ID, date of birth and PIN.
  - Once logged in, click on "F-1 Practical Training", then click on "STEM OPT Reporting Form."

- If you experience difficulties accessing iHopkins, please email oistechsupport@jhu.edu.

# STEM OPT Extension Requirements

- 60 unemployment days are added onto the remaining unemployment days from post-completion OPT for a maximum of 150 **calendar** days of unemployment
  - SEVP may terminate F-1 records of students who have not reported employer information and/or have exceeded 150 **calendar** days of unemployment.
- You have 60-day grace period after the end date of STEM OPT EAD.
  - Depart the U.S., change your immigration status, or transfer to a new degree program.
- If you begin a new degree program during STEM OPT, your STEM OPT will end. You must stop working once your SEVIS record is transferred to your new school.
- H-1B / Cap-Gap Extension
  - If an employer is filing an H-1B petition for you, your STEM OPT period may be automatically extended to cover the gap between the end of your STEM OPT period and the start of the H-1B petition.

# Travel during STEM OPT

- Travel before post-completion OPT EAD ends is permissible with:
  - I-20 Signed on Page 2 for travel (valid for 6 months on OPT)
  - Unexpired F-1 Visa
  - Unexpired Passport
  - Unexpired EAD Card
  - Proof of employment

- Travel after OPT EAD ends and while **STEM OPT Extension Pending** is NOT recommended.

- Travel after STEM OPT EAD is received is permissible with:
  - I-20 Signed on Page 2 for travel (valid for 6 months on OPT)
  - Unexpired F-1 Visa
  - Unexpired Passport
  - Unexpired EAD Card
  - Proof of employment

# QUESTIONS?

# Contact Us

## OIS Website: ois.jhu.edu

https://ois.jhu.edu/students/current-f-1-students/f-1-training-and-employment/opt-stem-extension/

## Contact OIS

Email – ois@jhu.edu
Phone – 667-208-7001 [Mon, Tues, Thurs, Fri 1-4pm]

## Video Advising

For students with more complex questions such as, leave of absence, issues with OPT or questions about cap-gap, a longer, 15-minute appointment can be booked at least 24 hours in advance. [Tues and Thurs, 9am to 12pm]

Schedule an appointment - https://ois.jhu.edu/contact-ois/