

## Guidelines for Completing Form I-765 for STEM OPT Extension

- Under “I am applying for,” check “Renewal of my permission to accept employment”

<b>I am applying for:</b>	
<input type="checkbox"/>	Permission to accept employment.
<input type="checkbox"/>	Replacement (of lost employment authorization document).
<input checked="" type="checkbox"/>	Renewal of my permission to accept employment (attach a copy of your previous employment authorization document).

- Item 3: US Mailing Address

This should match where you want your EAD card to be sent. If you are using someone else’s address, please use the format below. Enter the authorized person’s name after “c/o.”

Street Number and Name	Apt. Number
c/o J. Smith, 123 Main St	45

- Item 9a-9b: Has the Social Security Administration ever officially issued a Social Security card to you?

If you were ever issued a Social Security Number (SSN), you must answer “yes” and provide the number

<p><b>9.a.</b> Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>NOTE:</b> If you answered “Yes” to <b>Item Number 9.a.</b>, provide the information requested in <b>Item Number 9.b.</b></p> <p><b>9.b.</b> Provide your Social Security number (SSN) (if known)</p> <p>▶ <input type="text"/></p>	<p>Check “Yes”</p> <p>Enter the full 9 digits</p>
--	---

- Item 10: Do you want the SSA to issue you a Social Security Card?

Answer “no” in this question, because you already have an SSN assigned to you

<p><b>10.</b> Do you want the SSA to issue you a Social Security card? (You must also answer “Yes” to <b>Item Number 11.</b>, <b>Consent for Disclosure</b>, to receive a card.)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>NOTE:</b> If you answered “No” to <b>Item Number 10.</b>, skip to <b>Item Number 14.</b> If you answered “Yes” to <b>Item Number 10.</b>, you must also answer “Yes” to <b>Item Number 11.</b></p>	<p>Check “No” and skip to question 14</p>
---	---

- Item 15: Have you ever before applied for employment authorization from USCIS?

**15. Have you ever before applied for employment authorization from USCIS?**

Yes (Complete the following questions.)

Which USCIS Office?	Dates
<input type="text"/>	<input type="text"/>
Results (Granted or Denied - attach all documentation)	
<input type="text"/>	

Check "Yes"

Enter start date of your Post-Completion OPT EAD

Enter "Granted"

**Which USCIS Office?**

Check the Notice Receipt or your Post-Completion OPT EAD for the first three letters of your receipt number to determine which Service Center processed your previous OPT application:

- WAC = California Service Center
- EAC = Vermont Service Center
- LIN = Nebraska Service Center
- SRC = Texas Service Center
- YSC = Potomac Service Center

- Item 18: Status at Last Entry

**18. Status at Last Entry (B-2 Visitor, F-1 Student, No Lawful Status, etc.)**

Enter "F-1 Student"

- Item 20: Current Immigration Status

**19. Current Immigration Status (Visitor, Student, etc.)**

Enter "Student"

- Item 20: Eligibility Category

**20. Eligibility Category.** Go to the **Who May File Form I-765?** section of the Instructions. In the space below, place the letter and number of the eligibility category you selected from the instructions. For example, (a)(8), (c)(17)(iii), etc.

(  ) (  ) (  )

Enter "( c ) ( 3 ) ( C )"  
(lowercase c, number 3, capital C)

- Item 21: ( c ) ( 3 ) ( C ) Eligibility Category

**21. (c)(3)(C) Eligibility Category.** If you entered the eligibility category (c)(3)(C) in **Item Number 20.** above, list your degree, your employer's name as listed in E-Verify, 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

**E-Verify Number**

- The E-Verify Number a 4-7 digit number.
- This is different from the Employer ID Number (EIN), which is a 9-digit number used for tax purposes (##-#####).
- DO NOT ENTER THE EIN.**

- Certification

**Certification**

I certify, under penalty of perjury, 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 "Who May File Form I-765?" section of the instructions and have identified the appropriate eligibility category in **Question 16.**

**Applicant's Signature**

**Date of Signature (mm/dd/yyyy)**

**Telephone Number**

Sign in **black ink**. Signature must **not touch** lines of the box.

Leave date **blank**. You will handprint in date in black ink after you receive the STEM OPT I-20 from ISS.