



Departmental Recommendation for F-1 12-months Optional Practical Training (OPT)

The application process for Optional Practical Training requires two steps: 1) a recommendation from the school, and 2) application to USCIS for authorization. This form will provide the necessary information to issue a new I-20 with the recommendation for OPT. Please allow one week for processing; you will be notified by email when the new document is available for pick-up. Additional information on the application process is available through the ISO website. **Please meet with an International Student Advisor to discuss timing and application materials.**

Student Information:

University ID#: _____

Name: _____ Date of Birth: ____/____/____

Email: _____ Phone: _____

Primary Major: _____ Secondary Major: _____

Requested OPT: Pre-completion:

- During the academic year, while fully enrolled – part time only (20 hrs/week)
- During an annual vacation term – part or full time

Post-completion:

- After completion of all degree requirements excluding thesis – full time
- After completion of all degree requirements – full time

OPT Period: Start Date: ____/____/____ End Date: ____/____/____

Date Selection: Post-completion OPT may begin immediately or up to **60 days** after the expected completion date listed below. Reporting requirements and 90-day unemployment limit are in effect once the OPT authorization starts. These dates are impossible to change after USCIS approval.

Recommendation of Academic Advisor:

Has this student maintained continuous full-time enrollment? Yes No

If No, please explain: _____

Expected Date of Completion: ____/____/____

Please determine this date carefully: The I-20 completion date should reflect the *estimated* completion of all remaining degree requirements by the student, which does not necessarily coincide with graduation or finalization of UR administrative processing. For programs which require a thesis, this date may be earlier than the student’s official degree completion, provided he or she satisfies all requirements within the scheduled OPT period. The completion date on the I-20 also indicates the end of on-campus work permission for student employment or payments through a graduate award. Students who are unable to finish all non-thesis degree requirements by the reported date are limited in using their OPT authorization and could lose their work permission entirely.

Advisor’s Name: _____ Phone: _____

Signature: _____ Date: _____

Certification from Dean’s Office:

Grad/Undergrad Dean’s Signature Name (print) Date