



Optional Practical Training (OPT) Request

OPT I-20 Request from NCTC

1. Review the OPT PowerPoint available on our website.
2. Complete this form and submit through email to international@nctc.edu.
3. Check the International Student Group on Canvas for an assigned OPT Quiz. Once you complete the quiz and receive 100%, email a screenshot of your grade on the quiz to international@nctc.edu.
4. Once we have your request form and complete quiz, we will begin processing your OPT I-20 request!

Requesting OPT Authorization from USCIS

Submit your application with the following guidelines in mind:

- You can submit your application no earlier than 90 days before and no later than 30 days after the program end date listed on your I-20.
 - You have 30 days to submit your application to USCIS after receiving your I-20. If you do not submit within this window, you must contact the international office for reauthorization.
 - Any applications to USCIS that do not follow these guidelines will automatically be denied.
1. Visit [USCIS.gov](https://uscis.gov) and create an account
 2. Click "File a Form Online" and select "I-765 - Application for Employment Authorization"
 3. Complete the application!

The following documents will be required for your application:

- Copy of Current Passport (must be valid for at least 6 months into the future)
- Copy of F-1 Visa
- Copy of Most Recent I-94 (Retrieve your I-94)
- Copies of Previous EAD Cards (if applicable)
- 2 Digital Color Passport-Size Photos (must have been taken within the last 6 months)
- Application fee of \$470 (for online filing)

Section 1: Student Information

First and Middle Name:		Last Name:	
NCTC Student ID Number:	Program End Date:	Admit Until Date:	Desired OPT Start Date:

Section 2: Affirmation/Oath

I understand that if I depart the United States after my program of study ends but before receiving my physical OPT EAD card, I may lose eligibility for OPT and may be denied reentry into the U.S.. I understand that as part of my application, I may also be required to file an Extension of Stay application, and have already discussed this with an International Advisor.	
Signature: _____	Date: _____