



International Programs

STEM OPT Extension Request

Please complete this form and email it to erin.marie.anderson@minotstateu.edu

Student Name: _____ Student ID: _____

Email Address: _____ Phone Number: _____

Current Mailing Address (where you live now): _____

Job Title: _____

Please be sure to include the following items with your STEM OPT Extension Request:

1. A completed I-983 Form.
2. A work description written by you. This is your opportunity to explain to the Department of Homeland Security how your job directly relates to your degree program. Your statement will be copy-pasted directly into SEVIS. You are limited to 1,000 characters (approximately one paragraph). Be prepared to provide government agents with additional justification for your job if requested. Do not work in any position that is not directly related to your degree field or is not commensurate with your academic degree level. Please be sure to include the following in your paragraph:
 - a. Job title
 - b. Job description
 - c. List of MSU courses that connect to your job description

By signing below, you verify that you understand and agree to adhere to the following Department of Homeland Security regulatory requirements:

- You are currently on OPT and are employed or have been offered employment in your major field of study.
- Your current or future employer is enrolled in E-Verify.
- You have not been unemployed for more than 90 days while on OPT.
- You will report any changes to your home address, your employer, your employer's address, or any loss of employment to the Office of International Programs by email within 10 days of any change.
- Your employer agrees to notify the Office of International Programs within 5 days in the event of the termination of your employment or separation from the job.
- You and your employer agree to submit an I-983 form to update your employment information as soon as a change occurs and within 10 days of each 12-month evaluation period.
- You will check in with the Office of International Programs every 6 months during the STEM OPT extension from the start date listed on your new EAD card. At those check-ins, you must provide your mailing address as well as your employer's name and address.
- Your OPT will end if you accrue a total of 150 days of unemployment (counted from the start of your total OPT period) or if you transfer to another school.

I affirm that I understand the information provided to me on this application form, and I agree to the conditions set forth as described in these documents.

Student Signature: _____

Student Printed Name: _____ Date: _____