



STEM OPT REPORTING REQUIREMENTS

F-1 students approved for STEM OPT must comply with [reporting requirements](#). ISS must validate the information in student SEVIS records every six months during their 24-Month STEM OPT Extension.

This means students must report to SEVIS and ISS every six months through the 24-Month STEM OPT Extension period.

- Additionally, if there are any changes **before** the reporting period, you must report these changes no later than ten days after the change to [ISS](#).

The SEVP Portal sends students an email 30 days before each 6-month validation is due, but ISS recommends tracking your validation due dates independently of these automated reminders.

You are responsible for reporting no later than the 6-month validation date set by SEVIS; not receiving a SEVP Portal reminder **is not** an acceptable reason and can cause automatic ineligibility for OPT.

STEM OPT VALIDATION PERIODS – Mark calendar for every six months starting from STEM OPT approved start date:

- ✓ **6 months:** STEM Validation
- ✓ **12 months:** Annual Evaluation and STEM Validation
- ✓ **18 months:** STEM Validation
- ✓ **24 months:** Annual Evaluation and STEM Validation

EMPLOYMENT AUTHORIZATION DOCUMENT (EAD) CARD:

Once USCIS approves the 24-Month STEM OPT Extension, you will receive a new Employment Authorization Document (EAD) card in the mail from USCIS. You are required to scan and email [ISS](#) a color copy of the front and backside of their EAD card as soon as it is received.

UPDATES THAT MUST BE REPORTED WITHIN 10 DAYS OF CHANGE

You must report any of the following changes to [ISS](#) within 10 Days of change on the [OPT Reporting Form](#):

- **United States (US) Home Address or Phone Number Changes.**
- **New Employment.** You must submit a new [Form I-983](#) to ISS if you have a new employer the end date of your last position if you did not already provide it when you submitted the final evaluation ([page 5 of the I-983](#)) for your previous work.
- **Update Previously Reported Employment Information.** Report any changes to your current employment information on file by sending a revised [Form I-983](#) and verifying:
 - Company Name
 - Employer Address
 - Employer EIN
 - Job description
 - Change in work hours
 - Supervisor Title, Email, and Phone
- **End of Employment.** Verify your last day of employment and submit the final evaluation on [page 5 of I-983](#) to ISS within ten days of leaving the position.



STEM VALIDATION REQUIREMENT - Complete Every 6-Months

- Complete the [OPT Reporting Form](#) and submit to ISS to:
 - Verify if there are any changes to your US address, phone number, and employer information

STEM ANNUAL EVALUATION (Use Form I-983 Training Plan)

Students must complete [two self-evaluations](#) signed by their employer at 12 and 24 months:

- **Annual Evaluation:** Complete 12 months from the start date of STEM OPT by filling out the upper half of page 5 on the I-983 – due at the end of your **first year** of STEM OPT.
- **Final Evaluation:** Complete the lower half of page 5 on the I-983 and submit before the last day of STEM OPT (preferably no earlier than ten days before completion – due before the end of the **second year** of STEM OPT.
- **A final evaluation is due anytime a student ends employment, no matter the duration of the position:**
 - This means if a student changes jobs before the end of STEM OPT, they must complete a final evaluation with that employer, then submit another for the new employer

UNEMPLOYMENT

- You are allowed to accrue **no more than 150 days of unemployment in total** for your first Post-Completion OPT period, and 24-Month STEM OPT Extension periods.
- **Students who do not exceed the unemployment limit will have a 60-day grace period following the end date on the STEM EAD card.**
 - During the grace period, you must prepare to leave the US, apply for a change of immigration status, or transfer your F-1 status to begin a new academic program. All departures during the grace period are final, and you may not return to the US in F-1 status during the grace period.

TRAVELING WHILE ON OPT

- Remember you must complete a [Travel Signature Request](#) if you wish to travel outside of the US while on STEM OPT. Travel signatures are valid for six months only while on STEM OPT. Please see the [Traveling While on OPT Guide](#) for additional information.

OTHER IMPORTANT REMINDERS ABOUT STEM OPT

- Remember to report any changes, including name changes, admission to a new academic program, and change in your non-immigrant status to ISS within ten days of the change.
- You can accrue **no more than 150 days of unemployment** for your first Post-Completion OPT period, and 24-Month STEM OPT Extension periods.
- If you desire to end your STEM OPT early, you must notify ISS immediately and complete the required [Student Departure Form](#).
- Remember you have US tax filing requirements whether you earn wages or not while in the US. Please refer to the [International Student US Tax Filing Guide](#) for more information.
- If you have questions on obtaining a driver's license, please refer to the [Driving License Guide](#) provided to you by ISS.