

## 24-MONTH STEM OPT EXTENSION

### Checklist of Items to Submit to USCIS

Mail the following documents to the [USCIS lockbox](#) based on where you live. For more information, refer to the *Where to File* instructions on USCIS Form I-765 webpage. Assemble your documents using the suggested order below; held together by paper clip, binder clip, or fasteners for thick or bulky applications. You do not need to staple.

- Form I-765 filing fee-\$410.00**  
A personal check, cashier’s check, or money order payable to the “**U.S. Department of Homeland Security**” (do not abbreviate). If you want, write your I-94 # number on the check. If needed search online for helpful information about how to write a check, endorse a money order or cashier’s check.
- Two identical passport-style photos** taken recently. With a pencil lightly write your name and I-94 # on the back of each photo. Make sure you have reviewed Form [I-765 instructions](#), page 20, for the exact photo specifications before you have your picture taken.
- [Form G-1145, E-Notification of Application/Petition Acceptance](#) (optional).
- [Form I-765 Application for Employment Authorization](#) (all pages), completed and signed. Read the [USCIS Instructions for Form I-765](#). Pay special attention to instructions for F-1 student categories on pages 3-4. **Failure to follow instructions may result in rejection or denial of your application.** We have developed an [I-765 Completion Guide for STEM OPT](#) to help you. It is your responsibility to ensure Form I-765 is properly completed and signed.
- Photocopy of your **STEM OPT recommendation I-20** issued by ISSS within the last 60 days.
- Photocopy of a valid **passport**: photo pages and any additional biographical pages. If you have renewed your passport, include photocopies of old and new passport. Photocopy of your most recent **F-1 visa** stamp, if applicable.
- Photocopy of your most recent electronic **I-94 record** from the CBP website. If you have a paper I-94, include both sides of paper I-94 card or your I-797A approval notice, if you received COS to F-1.
- Photocopy of the front and back of any previous EAD card(s), from SJSU and/or other schools.
- Photocopies of all previous **CPT, OPT, or STEM OPT I-20s**, from SJSU and/or other schools.
- Photocopy of diploma or official/unofficial academic transcript showing STEM degree has been conferred.

### Mailing Information

- Make a copy of your entire Form I-765 STEM OPT application for your records before mailings to USCIS.
- USCIS must receive your Form I-765 application **within 60 days** after STEM OPT recommendation is made in your SEVIS record. See page 1 of I-20. USCIS must receive your application before your current OPT expires. Use the filing tool below.

My current OPT expires on:	
STEM OPT recommendation date is:	My filing deadline is: