



BELLARMINÉ
UNIVERSITY
International
Services

Optional Practical Training Request Form

Instructions: Fill out Part I and meet with your academic advisor. Once you are certain you will be applying for OPT, submit the complete form to your DSO. This process must be completed before your SEVIS record can be updated with the OPT recommendation and an updated I-20 can be issued.

Part I: Student Information

Full name: _____

Email: _____ SEVIS ID# _____

Program: _____ Major: _____

Requested Start Date for OPT: _____ which will be Part-time (less than 20 hours) Full-Time

I grant permission for my DSO to submit a recommendation for Optional Practical Training in SEVIS, generating an updated I-20. I have read the Optional Practical Training and application fact sheet provided by my DSO. I understand that I am responsible for submitting my I-765 application and materials to USCIS and that I am not allowed to begin work until the date listed on the Employment Authorization Document which I will receive from USCIS. I am aware that any employment I pursue must be directly related to my Bellarmine degree program and that I will have only 90 days of unemployment during the twelve-month OPT period. I acknowledge that I will be required to update my contact information and employment to my DSO within 10 days of any changes and that I will check in with my DSO as required during the OPT period. I understand that the federal regulations that govern OPT may change while I maintain my F-1 status and that I will still be responsible for those requirements.

Student Signature

Date

Part II: Advisor Confirmation

I confirm that the student is making satisfactory academic progress and is expected to complete their course of study **in full** at the end of the _____ semester.

Advisor Name

Advisor Signature

Date

DSO Receipt Date: _____ SEVIS Recommendation Date: _____ DSO Initial: _____