PRE-COMPLETION OPT DOCUMENT CHECKLIST

Place this on top of your entire packet

Date: ________________________________

To: USCIS Lockbox Location

Family Name: _________________________________________________________

Given Name: _________________________________________________________

SEVIS Number: _______________________________________________________

Requested:  F-1 Permission for Pre-Completion OPT (c) (3) (A)

DOCUMENT CHECKLIST OF ITEMS INCLUDED IN THIS APPLICATION

☐ G-1145 form

☐ Original I-765 form

☐ Your payment of $410 by ONE of the following methods:
  • G-1450 form if you will be paying by credit card, or
  • a check, cashier’s check or money order made payable to
    “U.S. Department of Homeland Security”

☐ Two passport style photos (2” x 2”)

☐ Copy of paper I-94 or electronic record retrieved from https://i94.cbp.dhs.gov

☐ Photocopy of front and back of prior EAD cards (if applicable)

☐ Photocopy of OPT I-20, single sided copies (signed by DSO and student)

☐ Photocopy of all former I-20s

☐ Photocopy of passport biographical pages (name/photo/expiration)

COMPLETED APPLICATION MUST BE RECEIVED BY USCIS NO LATER THAN 30 DAYS AFTER ISSC SIGNATURE DATE ON PRE-OPT I-20

Failure to meet the above requirement may result in USCIS denial of your application.