OPT

Apply for
Optional Practical Training

LEWIS CLARK
STATE COLLEGE

Student Information

Student Name: _____

Warrior ID: _____

Mailing Address: _____

Phone and Email: _____

Graduation Date: _____

Degree/Major: _____

Academic Advisor

Advisor Name: _____

Department: _____

Phone and Email: _____

I certify that the above-named student is on track to graduate and has applied for graduation

Advisor Signature: _____

OPT Process and Guidelines

- Begin planning your OPT the semester before graduation.
- You can apply for OPT up to 90 days prior to graduation.
- Your employment start date can be the last day of the semester or up to 60 days after.
- You will complete the online Application for Employment Authorization with your LC State Designated School Official (DSO). Your DSO will give you a list of items required for the application.
- Travel outside of the United States is not recommended while your OPT application is pending.
- Once your OPT is approved b USCIS, you will receive an EAD card showing your employment authorization start and end dates.
- Your work should be related to your major, and you should begin working as soon as possible, since you are only allowed 90 days' unemployment while on OPT.
- While on OPT, you must keep your personal (address, phone number) and employment information updated at all times. You can report it directly to your DSO and/or make changes in the SEVIS portal.
- If you are a STEM major, you may apply for a STEM extension up to 90 days before the end of your OPT. Please contact your DSO for further information.
- You are eligible to do OPT after each academic level (Associate, Bachelor, Master, Doctoral). If you are a STEM major, you may only apply for the STEM extension one time.
- Costs associated with applying for OPT are: $410 USCIS processing fee for each application, plus the cost of your passport photo(s).