

OPT STEM Extension Application

Students currently working on OPT in a STEM field for an employer who is E-Verify may apply for a 24-month extension of their work authorization. The following is required to submit to ISO in order to be recommended for extension and have a STEM OPT I-20 created for you:

I-983 Form: <https://www.ice.gov/sites/default/files/documents/Document/2016/i983.pdf>

A tutorial on how to complete the form can be found here:

<https://www.ice.gov/sites/default/files/documents/Document/2016/i983Instructions.pdf>

- Your I-983 form must be fully complete and signed by both you and your employer
- Sections 5 and 6 must be completed and signed by your immediate supervisor
- Detroit Mercy's SEVIS code is **DET214F00004000**
- **Principal Designated School Official (PDSO) is**
Weihong Sun
4001 W. McNichols
Detroit, MI 48221
sunwe@udmercy.edu
(313) 993-3323
- Student SEVIS ID # - listed on the upper left corner of your I-20 (N00xxxxxxx)
- Major/CIP code – listed on your I-20 under “Program of Study, Major 1”

Application Checklist:

G-1145 form: <https://www.uscis.gov/sites/default/files/files/form/g-1145.pdf>

I-756 form: <http://www.uscis.gov/sites/default/files/files/form/i-765.pdf>

- Check 1.c. at the top – *Renewal of my permission to accept employment*
- For #12 select YES
 - Which USCIS office: Depends on your EAD –
 - LIN: Nebraska Service Center
 - WAC: California Service Center
 - SRC: Texas Service Center
 - EAC: Vermont Service Center
 - YSC: Potomac Service Center
- For #27 enter **(C) (3) (C)**
- For #28.a. in “Degree” enter the CIP code listed under Program of Study from your I-20

Photocopies of the following:

- Current EAD card (front and back)
- Detroit Mercy Diploma or official transcript showing your conferred degree
- Passport – color copies are recommended for clarity of your ID photo
- I-94 – copies can be printed here: www.cbp.gov/I94 or copy of the front and back of your I-94 card in your passport

Two Passport photos – PHOTOS MUST BE LESS THAN 30 DAYS OLD. Left-over photos from visas/past OPT applications will result in your application being rejected. Gently print your name and SEVIS number on the back. Examples of acceptable photos can be found here:
<https://travel.state.gov/content/passports/en/passports/photos/photo-examples.html>

US Bank issued check or Money Order for \$410.00 made payable to: **US DEPARTMENT OF HOMELAND SECURITY.** If the address on your check is not current, cross out the old address and write your present address. **The bank check must have your name preprinted**

Once the above items are prepared, contact ISO to meet with Weihong Sun and request a STEM OPT I-20. **Your application is incomplete without recommendation from your DSO/STEM OPT I-20.**

Students who are no longer in the Detroit area may scan and email their application materials in request for a STEM OPT I-20.

You can apply for the OPT Extension up to 120 days before the end of your last date of employment on your current EAD Card. USCIS must receive the application package with the OPT Extension I-20 within 60 days from the date your STEM Extension I-20 is issued and no later than the last date of employment on your current EAD Card.

Completed applications should be sent to one of these addresses (depending on method):

Express mail deliveries (UPS/FedEx):

USCIS
ATTN: AOS
1820 E Skyharbor Circle S
Suite 100
Phoenix, AZ 85034

U.S. Postal Service (USPS) deliveries:

USCIS
PO Box 21281
Phoenix, AZ 85036

