

INTERNATIONAL STUDENT
& SCHOLAR SERVICES

OPT STEM Tutorial

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Outline

1. STEM Basics
2. Filing Options
3. I-765 Application Form
4. Tracking the Application Status
5. STEM OPT Reporting



INTERNATIONAL STUDENT & SCHOLAR SERVICES

STEM Extension

If your program of study is in a recognized STEM field and your employer is E-verified, you may be eligible for a STEM extension

- 24-month extension (in addition to the 12 months you are allowed on OPT)
- 60 days of unemployment (in addition to the 90 days you are allowed on OPT)

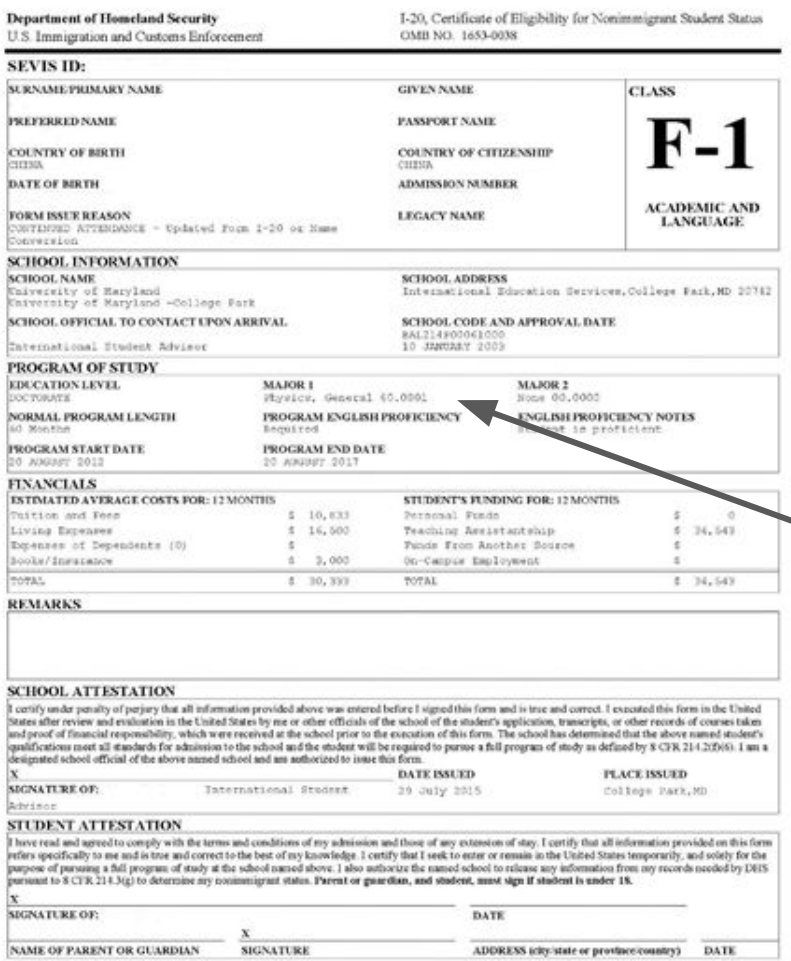







8 CFR 214.2(f)(10)(ii)(C)

OPT I-20



Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID:

SURNAME/PRIMARY NAME	**GIVEN NAME**	**CLASS**
PREFERRED NAME	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH CHINA	**COUNTRY OF CITIZENSHIP** CHINA	
DATE OF BIRTH	**ADMISSION NUMBER**	
FORM ISSUE REASON CONTINUED ATTENDANCE - Updated Form I-20 or Name Conversion	**LEGACY NAME**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME University of Maryland University of Maryland -College Park	**SCHOOL ADDRESS** International Education Services,College Park,MD 20742
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL International Student Advisor	**SCHOOL CODE AND APPROVAL DATE** RAL214F00061000 10 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL DOCTORATE	**MAJOR 1** Physics, General 40.0801	**MAJOR 2** None 00.0000
NORMAL PROGRAM LENGTH 60 Months	**PROGRAM ENGLISH PROFICIENCY** Required	**ENGLISH PROFICIENCY NOTES** Student is proficient
PROGRAM START DATE 20 AUGUST 2012	**PROGRAM END DATE** 20 AUGUST 2017	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 12 MONTHS		**STUDENT'S FUNDING FOR:** 12 MONTHS	
Tuition and Fees	$ 10,833	Personal Funds	$ 0
Living Expenses	$ 16,500	Teaching Assistantship	$ 34,543
Expenses of Dependents (0)	$	Funds From Another Source	$
Books/Insurance	$ 3,000	On-Campus Employment	$
TOTAL	$ 30,333	TOTAL	$ 34,543

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X
SIGNATURE OF: International Student Advisor **DATE ISSUED** 29 July 2015 **PLACE ISSUED** College Park,MD

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X
SIGNATURE OF: **DATE**

X

NAME OF PARENT OR GUARDIAN	**SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

ICE Form I-20 (3/31/2018) **Page 1 of 3**

Major CIP Code

INTERNATIONAL STUDENT & SCHOLAR SERVICES

STEM Extension Prerequisites

- STEM Degree:
  - https://studyinthestates.dhs.gov/stem-opt-hub/additional-resources/eligible-cip-codes-for-the-stem-opt-extension

- E-Verify:
  - Employer MUST participate in E-verify program
  - E-Verify is an electronic I-9
  - List of employers currently enrolled in E-Verify, including federal contractors, is not available on the USCIS website

STEM Extension Eligibility

- Be on active F-1 status in Post-Completion OPT
- **Not have acquired more than 90 days of unemployment on Post-Completion OPT**
- Have not had more than two STEM OPT extensions (only two extensions in student's lifetime)
- Have earned your most recent degree in a STEM field specified by ICE or use a previously earned U.S. degree in STEM. Degree must be from a U.S. accredited school and earned within last 10 years
- Student agrees to make **reports to iTERP within 10 days of any change** in employment status **and every 6 months** if no change has occurred
- Have an **offer of paid employment** from an **employer registered in the E-verify program** for **at least 20 hours per week** for *each* employer
- The employer agrees to complete & sign the **I-983**, review periodic evaluations, and report your departure or termination of employment
    - MUST be the same entity that employs the student

STEM Extension Non-Eligibility

- Employment that may NOT be permitted on the STEM extension includes:
    - Sole proprietors
    - Volunteering
    - Employment through ‘temp’ agencies
    - Employment through consulting firm arrangements that provide labor for hire
    - Other relationships that do not constitute a bona-fide employer-employee relationship

Please Note:

- You must be within the U.S. to file an application
- Travel while a STEM OPT application is processing is strongly discouraged!
- Changing employers while on pending STEM OPT application is possible but NOT recommended
  →In the event that this occurs, you **MUST** make an appointment with an ISSS advisor





What is different while you are on OPT STEM Extension?

While on post-completion OPT	While on OPT STEM extension
• Employment may be paid or unpaid	• All employment must be paid
• Can combine employment experiences to total 20 hours per week or more	• Each employment experience must be a minimum of 20 hours per week

• May work for any employer as long as position is in field of study	• Employment must be in field of study and:
	  • Employer must be E-verified
	  • Employment must **be supervised on-site by same employer that is signing the I-983** (prohibits temp agency employment, some contracting arrangements, and some remote work arrangements)

• 90 days of unemployment time	• Remainder of unemployment time from post-completion OPT + additional 60 days of unemployment time

• Reporting requirements include:
  • Employment updates
  • Personal address/contact information updates
	• Reporting requirements include:
	  • Employment updates
	  • Personal address/contact information updates
	  • Submit new/revised I-983 when any substantial information changes or evaluations due (12 months and final evaluations)

STEM Extension Application

- If you qualify for the STEM extension, it will require another application to USCIS. The application can be sent in to USCIS **within the final 90 days** of the original post-completion OPT period.
    - USCIS must receive your application by the end of your 12 month EAD card



Premium Processing Available

F-1 students may now submit applications for premium processing of their OPT/STEM applications.

- Additional fee
- USCIS will process in 30 business days or less
- Options for Filing:
  - **While completing your I-765 online**, in the “Getting Started” section, select “Yes” for “Would you like to request Premium Processing Service?”. You will pay the premium processing fee when you submit the I-765.
  - **After submitting your I-765**, File form I-907, Request for Premium Processing with USCIS with your receipt number for your pending I-765.

For more information, see our FAQs on premium processing.

What is your status while waiting for the new EAD card to arrive?

- You are still in F-1 status while you have a pending application for STEM
  - You may continue your OPT employment while your extension request is pending for up to 180 days while waiting for the EAD
  - This 180 day window begins immediately following the expiration date on your 12 month EAD card
- You may remain in the U.S. during the entire time you are waiting for your new EAD card
  - ISSS does not recommend that you travel abroad while waiting for the EAD

Travel Before STEM EAD Arrives

- Travelling abroad after submitting your STEM OPT application and before receiving your EAD could be problematic. Travelling during this time should be undertaken with **CAUTION**
  - USCIS may send you a Request For Evidence (RFE) while you are away, so you would want to make sure you have provided a correct U.S. address

- Also if USCIS approves your STEM OPT application, you will be **expected to have your EAD in hand to re-enter the U.S.** USCIS can only send the EAD to your U.S. address

- ISSS **strongly advises** students not to travel before receiving their EAD card

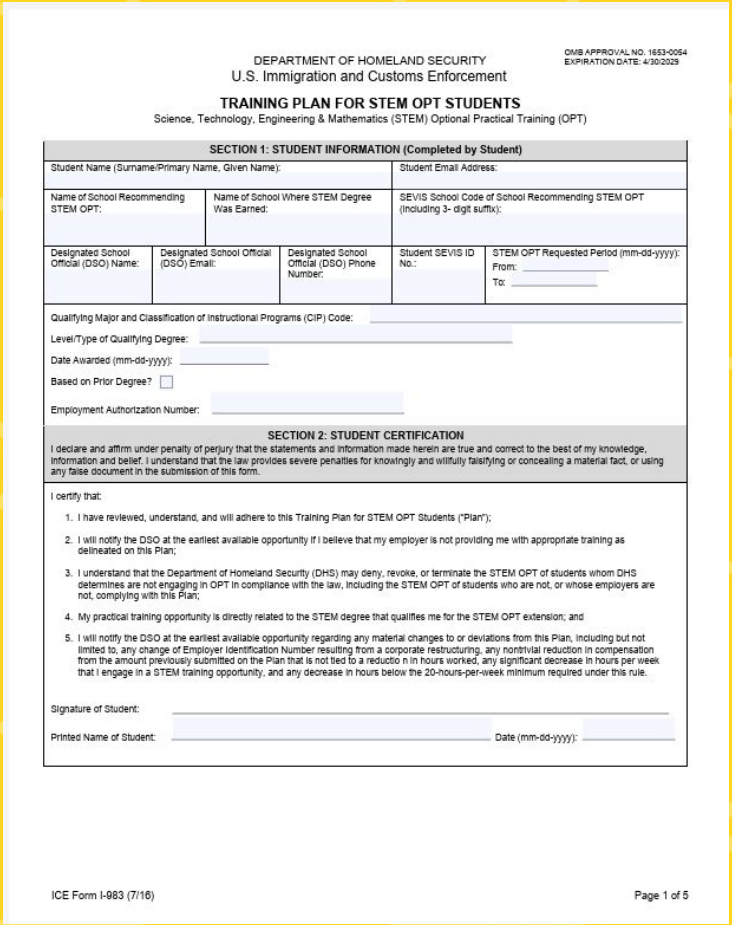
Form I-983 (Training Plan Form) & I-20

STEM Extension & I-983

The employer and student will need to complete the I-983 and submit it to iTerp at the time of the STEM Extension application

The I-983 is NOT mailed to USCIS- please upload it to iTerp!

Need help completing the I-983? ISSS has a I-983 Student Completion Guide and links to a Employer Tutorial on the ISSS STEM Extension webpage



DEPARTMENT OF HOMELAND SECURITY
U.S. Immigration and Customs Enforcement

OMB APPROVAL NO. 1653-0054
EXPIRATION DATE: 4/30/2029

TRAINING PLAN FOR STEM OPT STUDENTS
Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)

SECTION 1: STUDENT INFORMATION (Completed by Student)

Student Name (Surname/Primary Name, Given Name):
Student Email Address:
Name of School Recommending STEM OPT:
Name of School Where STEM Degree Was Earned:
SEVIS School Code of School Recommending STEM OPT (including 3- digit suffix):
Designated School Official (DSO) Name:
Designated School Official (DSO) Email:
Designated School Official (DSO) Phone Number:
Student SEVIS ID No.:
STEM OPT Requested Period (mm-dd-yyyy): From: To:
Qualifying Major and Classification of Instructional Programs (CIP) Code:
Level/Type of Qualifying Degree:
Date Awarded (mm-dd-yyyy):
Based on Prior Degree?
Employment Authorization Number:

SECTION 2: STUDENT CERTIFICATION

I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. I understand that the law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

I certify that:

1. I have reviewed, understand, and will adhere to this Training Plan for STEM OPT Students ("Plan");
2. I will notify the DSO at the earliest available opportunity if I believe that my employer is not providing me with appropriate training as delineated on this Plan;
3. I understand that the Department of Homeland Security (DHS) may deny, revoke, or terminate the STEM OPT of students whom DHS determines are not engaging in OPT in compliance with the law, including the STEM OPT of students who are not, or whose employers are not, complying with this Plan;
4. My practical training opportunity is directly related to the STEM degree that qualifies me for the STEM OPT extension; and
5. I will notify the DSO at the earliest available opportunity regarding any material changes to or deviations from this Plan, including but not limited to, any change of Employer Identification Number resulting from a corporate restructuring, any nontrivial reduction in compensation from the amount previously submitted on the Plan that is not tied to a reductio n in hours worked, any significant decrease in hours per week that I engage in a STEM training opportunity, and any decrease in hours below the 20-hours-per-week minimum required under this rule.

Signature of Student:
Printed Name of Student:
Date (mm-dd-yyyy):

ICE Form I-983 (7/16)
Page 1 of 5

I-983: Section 1

SECTION 1: STUDENT INFORMATION (Completed by Student)

Student Name (Surname/Primary Name, Given Name):		Student Email Address:
Enter your name as it appears on your I-20. ex. Smith,Jane		Enter your email address
Name of School Recommending STEM OPT:	Name of School Where STEM Degree Was Earned:	SEVIS School Code of School Recommending STEM OPT (including 3- digit suffix):
University of Maryland, College Park	University of Maryland, College Park	BAL214F00061000

Designated School Official (DSO) Name:	Designated School Official (DSO) Email:	Designated School Official (DSO) Phone Number:	Student SEVIS ID No.:	STEM OPT Requested Period (mm-dd-yyyy):
Enter the name & email of DSO who signed your most recent I-20		301-314-7740	N#########	From: _____ To: _____ Enter 24-Month STEM Requested Dates

Qualifying Major and Classification of Instructional Programs (CIP) Code: Enter major and code as listed on your I-20. Ex: Engineering-14.0101

Level/Type of Qualifying Degree: Enter degree level. Ex: Bachelor's, Master's, PhD

Date Awarded (mm-dd-yyyy): _____

Based on Prior Degree? ☐ If you are applying for the STEM OPT extension based on your previously earned STEM-eligible degree, check this box.

Employment Authorization Number: Enter the 9-digit "USCIS Number" (also known as the A number on your EAD card

I-983: Section 3

SECTION 3: EMPLOYER INFORMATION (Completed by Employer)

Employer Name: Name of Employer	Street Address: Employer Street Address	Suite: Suite, Bldg, Floor
Employer Website URL: Employer's website	City: Employer City	State: state / ZIP Code: #####

Employer ID Number (EIN): Employer EIN #-XX-XXXXXXX	Number of Full-Time Employees in U.S.: # of full-time employees in U.S	North American Industry Classification System (NAICS) Code: NAICS Code: census.gov/naics

OPT Hours Per Week (must be at least 20 hours/week):
Hours Worked per Week

Start Date of Employment (mm-dd-yyyy):
MM-DD-YYYY

Requesting a STEM OPT I-20
Start date of employment should be the day after your current EAD ends, not the actual start date of employment with the employer, even if you are continuing your employment with the employer

Compensation:

A. Annual Salary (in U.S. dollars): Enter your yearly income in USD. If you are paid hourly, you must calculate this figure. _____

B. Other Compensation (Type and Estimated Amount or Value):
Complete IF applicable. Ex. housing, tuition waivers, transportation costs, etc. You must also include estimated amount or value.

1. _____
2. _____
3. _____
4. _____

I-983: Section 5

SECTION 5: TRAINING PLAN FOR STEM OPT STUDENTS (Completed by Student and Employer)

Student Name *(Surname/Primary Name, Given Name)*: Student's Name Smith, Jane

Employer Name: Employer's name

EMPLOYER SITE INFORMATION

Site Name: Enter the site name where you will be working ex. employer name, client name, etc If remote, please enter "employer name-Remote"	Site Address (Street, City, State, ZIP): Enter the exact physical address of the worksite where you will be working
Name of Official: Supervisor's name	Official's Title: Supervisor's Title
Official's Email: Supervisor's Email	Official's Phone Number: Supervisor's phone number

Note: for the remaining fields in this section, employers who already have an internal/pre-existing training plan in place may fill in the details based on that plan.

Student Role: Describe the student's role with the employer and how that role is directly related to enhancing the student's knowledge obtained through his or her qualifying STEM degree.

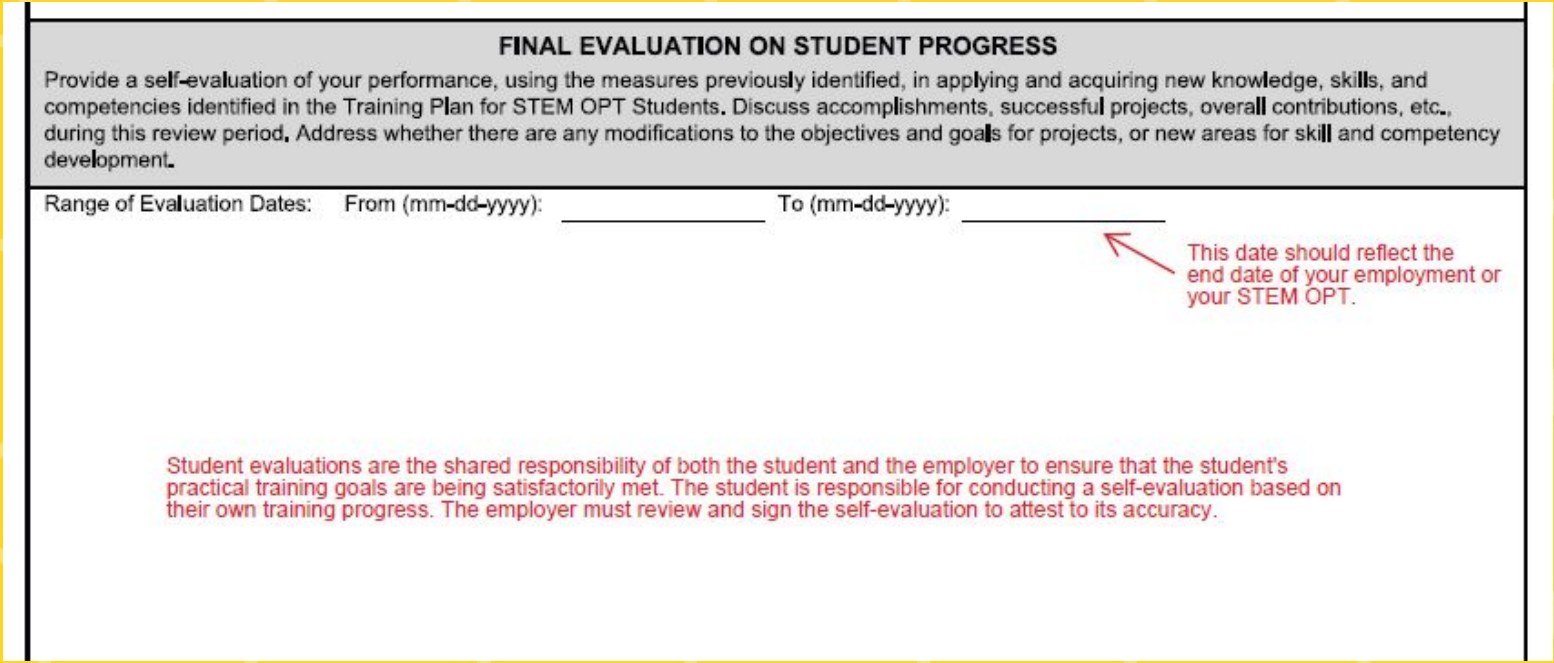
Describe what tasks and assignments the student will carry out during the training and how these relate to the student's STEM degree. The plan must cover a specific span of time and detail specific goals and objectives.

Goals and Objectives: Describe how the assignment(s) with the employer will help the student achieve his or her specific objectives for work-based learning related to his or her STEM degree. The description must both specify the student's goals regarding specific knowledge, skills, or techniques as well as the means by which they will be achieved.

Describe the specific skills, knowledge, and techniques the student will learn or apply; how the student will achieve the goals set out for their training; and the training curriculum including the timeline.

i-983:12 Month and Final Evaluations

The evaluations are NOT due at the time you apply for the STEM extension and *should be left blank when you first apply*.
They are only due at the 12 month mark and any time when you are ending an employment on the STEM extension (including at the end of your 24 months).



FINAL EVALUATION ON STUDENT PROGRESS

Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc., during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.

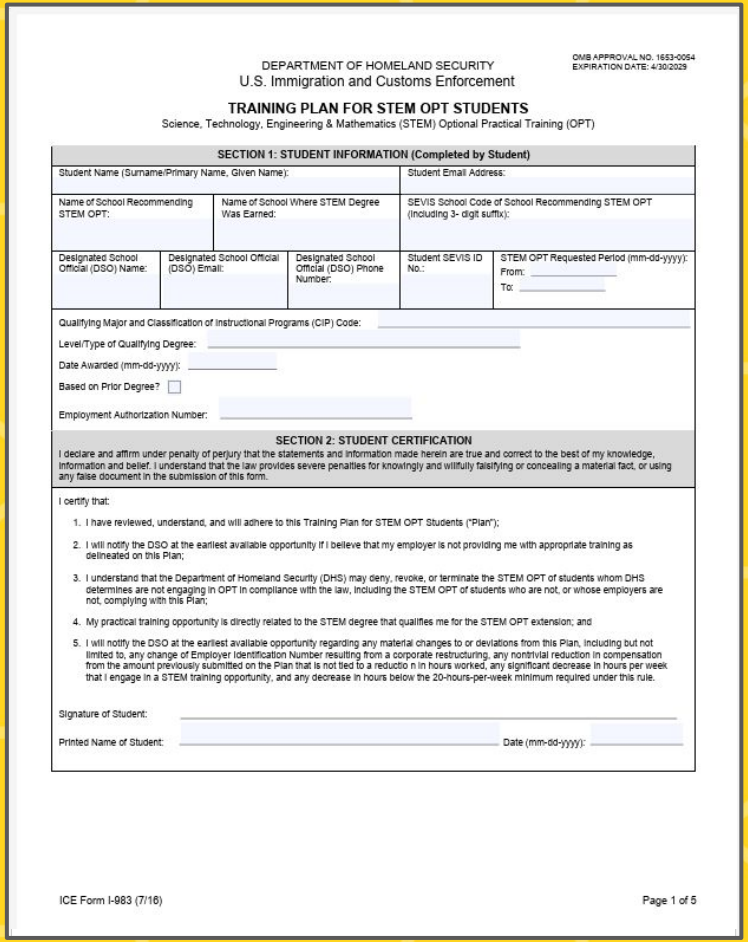
Range of Evaluation Dates: From (mm-dd-yyyy): _____ To (mm-dd-yyyy): _____

This date should reflect the end date of your employment or your STEM OPT.

Student evaluations are the shared responsibility of both the student and the employer to ensure that the student's practical training goals are being satisfactorily met. The student is responsible for conducting a self-evaluation based on their own training progress. The employer must review and sign the self-evaluation to attest to its accuracy.

STEM I-983 Submissions

- An I-983 should be submitted to iTerp upon your initial STEM start & if any changes occur to the information.
- This also includes the STEM reporting periods at the 12-month anniversary of employment & the final/termination evaluation.
- An I-983 is completed for **EVERY** employer you work for during the 2-year STEM period.



DEPARTMENT OF HOMELAND SECURITY
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OMB APPROVAL NO. 1653-0054
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Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)

SECTION 1: STUDENT INFORMATION (Completed by Student)

Student Name (Surname/Primary Name, Given Name):			Student Email Address:	
Name of School Recommending STEM OPT:	Name of School Where STEM Degree Was Earned:		SEVIS School Code of School Recommending STEM OPT (including 3- digit suffix):	
Designated School Official (DSO) Name:	Designated School Official (DSO) Email:	Designated School Official (DSO) Phone Number:	Student SEVIS ID No.:	STEM OPT Requested Period (mm-dd-yyyy): From: To:

Qualifying Major and Classification of Instructional Programs (CIP) Code:

Level/Type of Qualifying Degree:

Date Awarded (mm-dd-yyyy):

Based on Prior Degree? ☐

Employment Authorization Number:

SECTION 2: STUDENT CERTIFICATION

I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. I understand that the law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

I certify that:

1. I have reviewed, understand, and will adhere to this Training Plan for STEM OPT Students ("Plan");
2. I will notify the DSO at the earliest available opportunity if I believe that my employer is not providing me with appropriate training as delineated on this Plan;
3. I understand that the Department of Homeland Security (DHS) may deny, revoke, or terminate the STEM OPT of students whom DHS determines are not engaging in OPT in compliance with the law, including the STEM OPT of students who are not, or whose employers are not, complying with this Plan;
4. My practical training opportunity is directly related to the STEM degree that qualifies me for the STEM OPT extension; and
5. I will notify the DSO at the earliest available opportunity regarding any material changes to or deviations from this Plan, including but not limited to, any change of Employer Identification Number resulting from a corporate restructuring, any nontrivial reduction in compensation from the amount previously submitted on the Plan that is not tied to a reductio n in hours worked, any significant decrease in hours per week that I engage in a STEM training opportunity, and any decrease in hours below the 20-hours-per-week minimum required under this rule.

Signature of Student:

Printed Name of Student: Date (mm-dd-yyyy):

ICE Form I-983 (7/16) Page 1 of 5

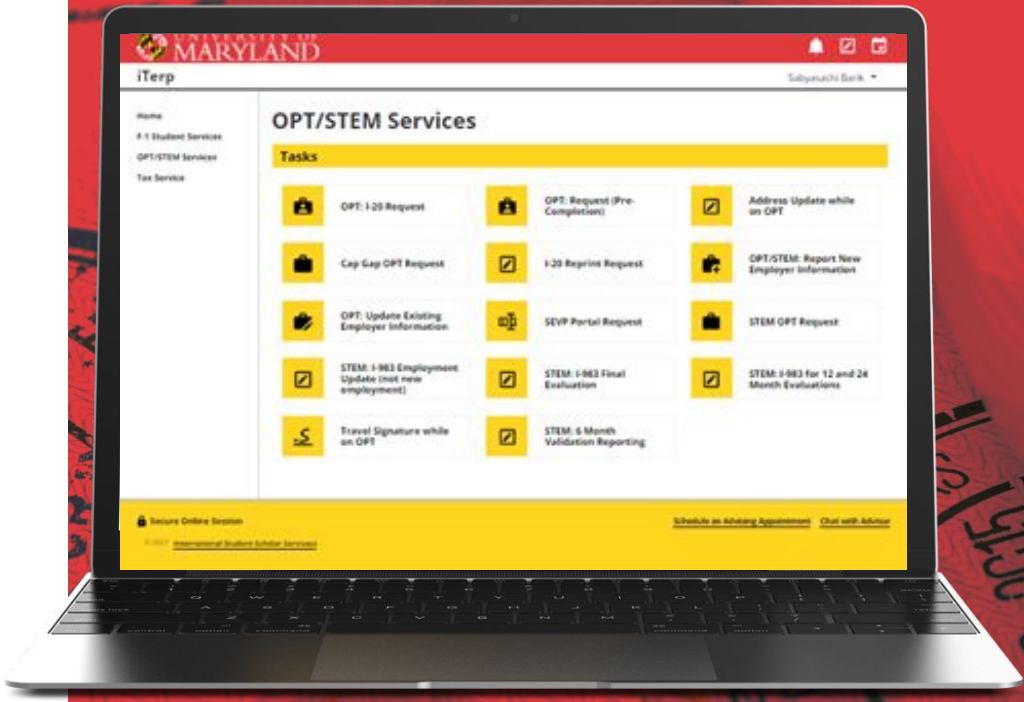
Apply for your STEM I-20 on iTerp

Step 1:

Sign into iTerp at iterp.umd.edu

Step 2:

Select “OPT/STEM Services” on the left hand menu



INTERNATIONAL STUDENT & SCHOLAR SERVICES

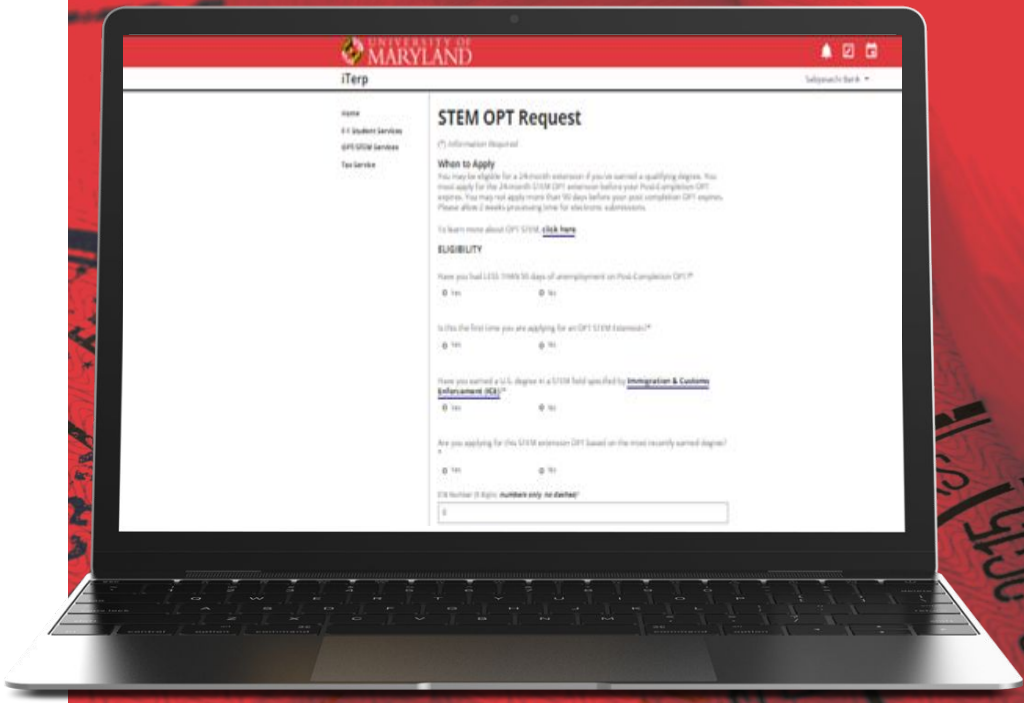
Apply for your STEM I-20 on iTerp

Step 3:

Select the “**STEM OPT Request**”

Complete the Request e-form for a new I-20

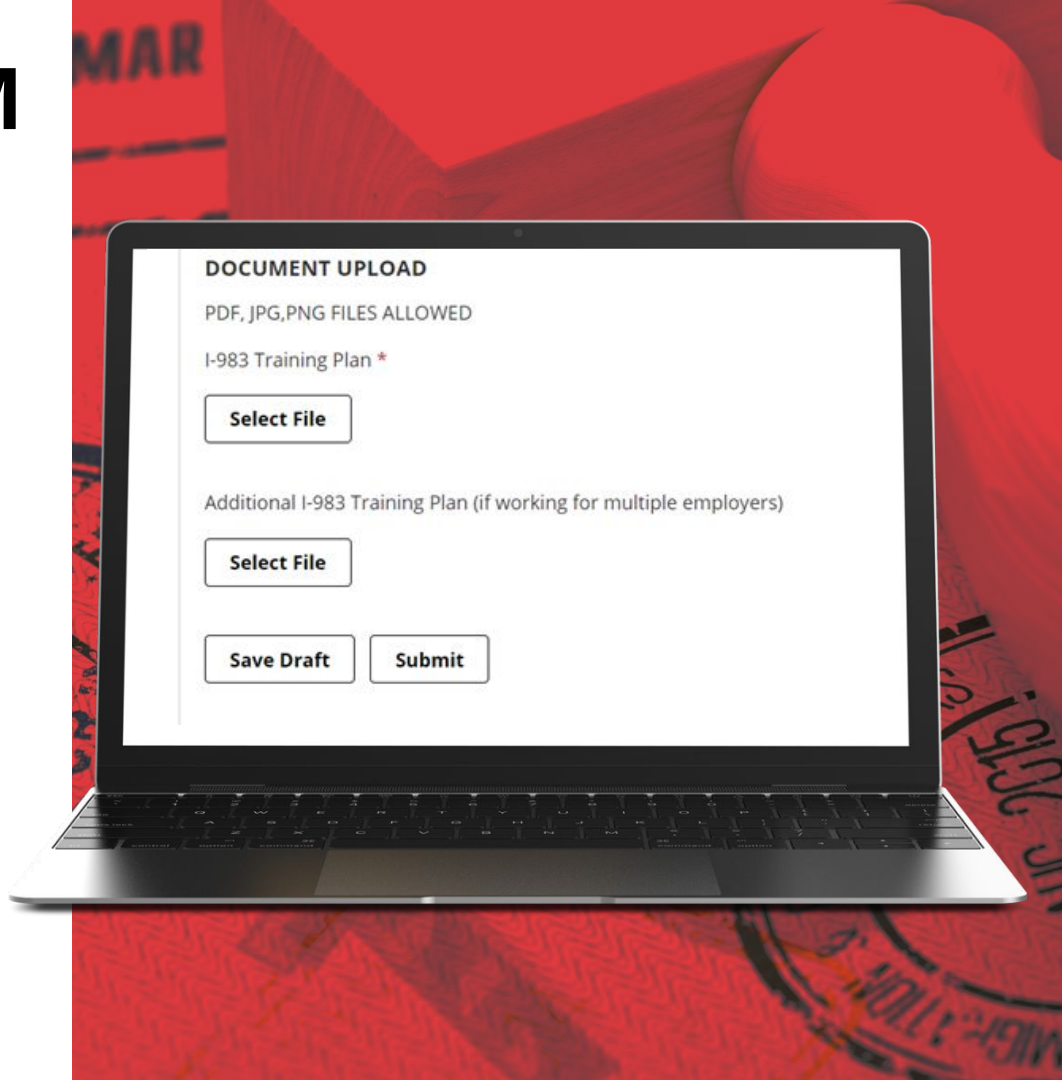
Do not begin your I-765 application until you have your approved I-20 with the STEM OPT recommendation.



INTERNATIONAL STUDENT & SCHOLAR SERVICES

Apply for your STEM I-20 on iTerp

Step 4:
Upload a Completed and Signed I-983
(for *each* employer)



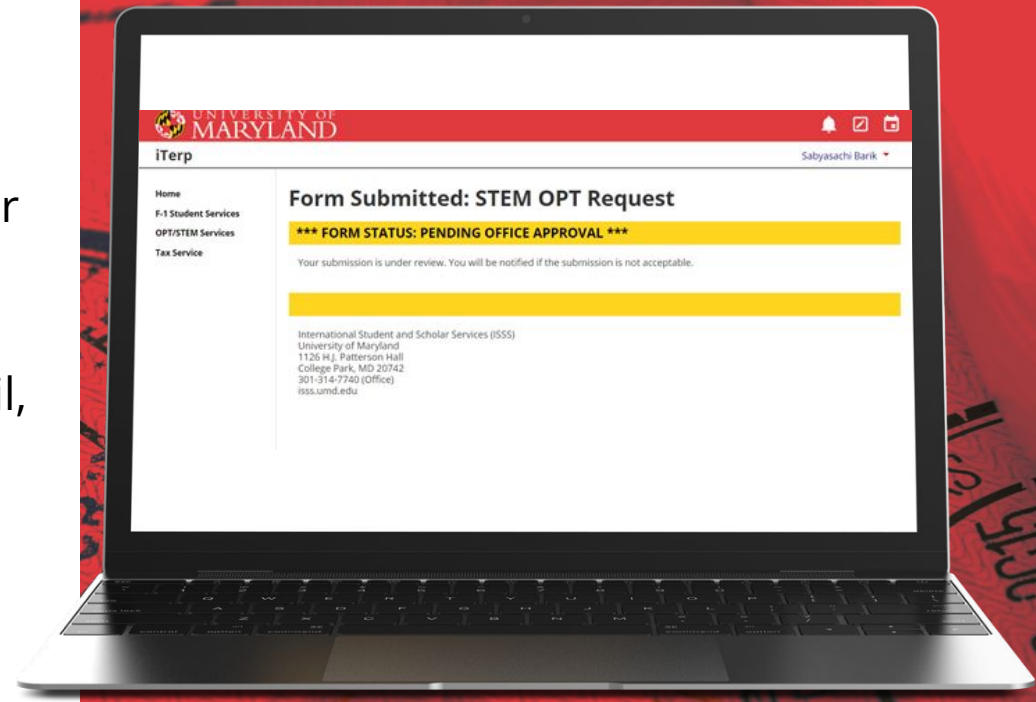
Apply for your STEM I-20 on iTerp

Final Steps:

Once you complete and submit all 4 steps of the e-forms, the status of your I-20 request will change to “Pending”

You will receive the confirmation email, “STEM I-20 Request Submitted”

An ISSS advisor will review your I-20 Request and issue a signed I-20 with the STEM Recommendation listed.



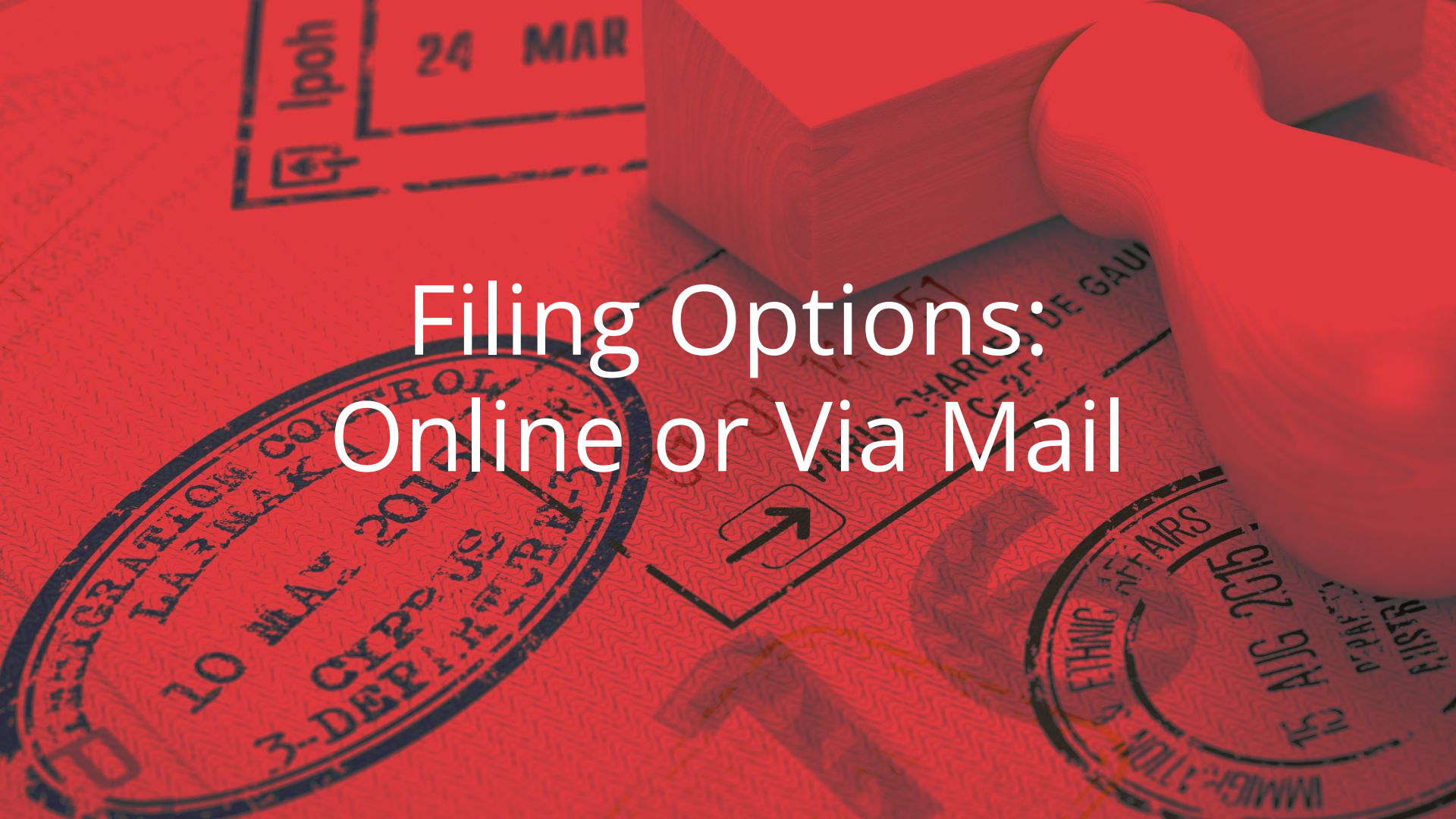
INTERNATIONAL STUDENT & SCHOLAR SERVICES

Electronic I-20s

- ISSS has been authorized to send I-20s to students electronically

- When you receive an I-20 via email please:
  - Print the document
  - Sign in blue ink on the ‘Student Attestation’ line

- This becomes your original I-20 document
  - Only give USCIS a **COPY** if mailing



Filing Options: Online or Via Mail

Filing Options

File Online (Recommended)

- Reduce fees, mailing costs and delivery times
- Upload evidence
- Have fees deducted from credit cards or bank account immediately
- Access and respond to USCIS notices quickly
- Send secure messages to USCIS or request corrections
- Add additional documents to your application after you submit (if necessary)

File by Mail

- More payment options; however, increased fees are also associated with this filing option as of 04/01/2024
- Must complete I-765 form correctly
- All evidence must be printed
- Harder to make corrections
- Please schedule an appointment with an ISSS advisor for filing by mail.

STEM OPT Filing Guides

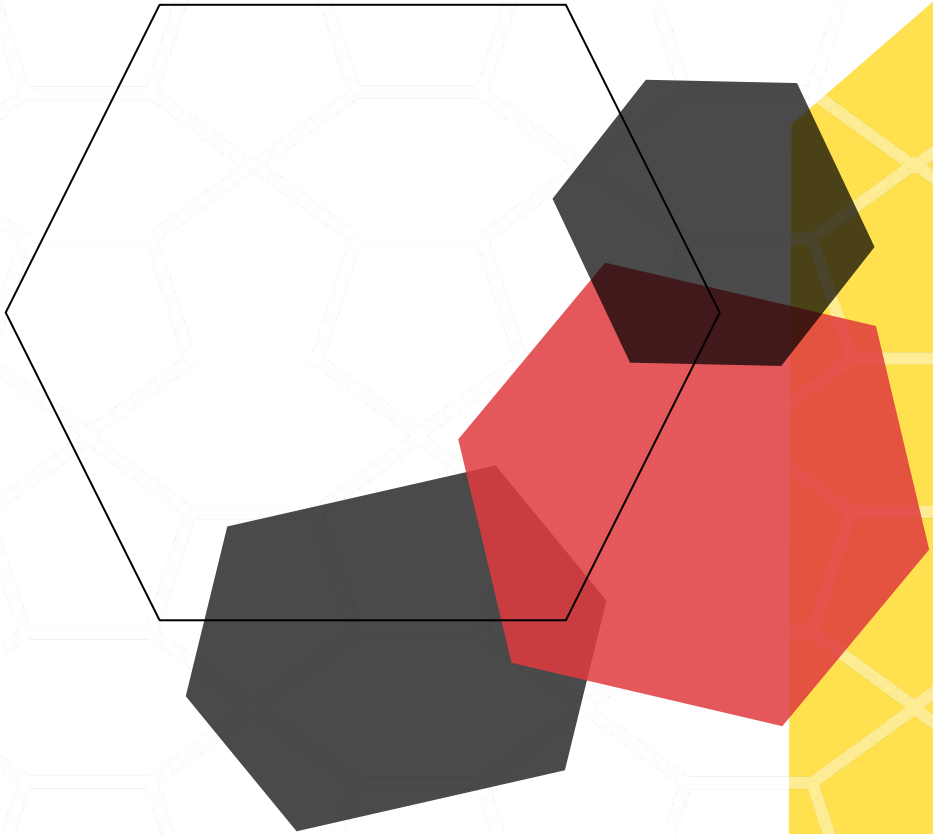
Online:

By Mail:

Change of Address

Since you have previously filed an OPT application with USCIS, we recommend that you update your address before beginning your STEM OPT application!

- **File the E-COA with USCIS *before* you file for your STEM OPT**



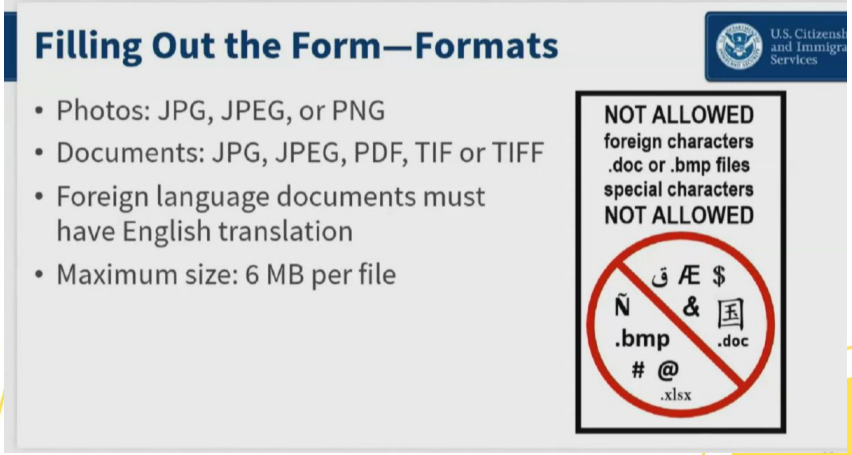
Getting Prepared!

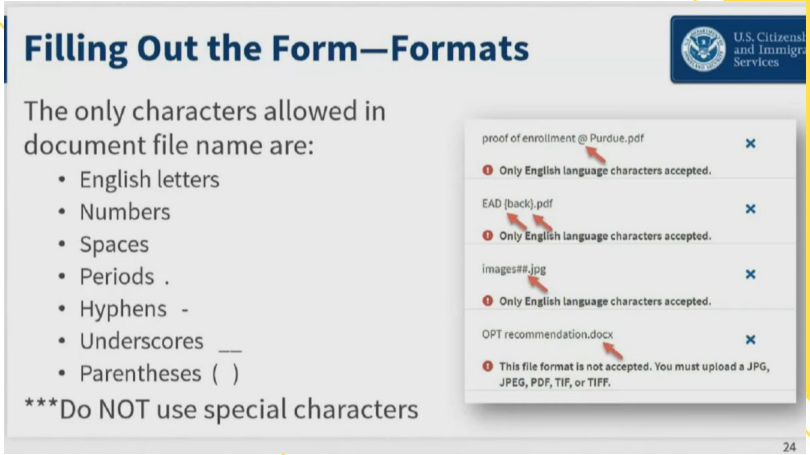
Getting Prepared: Organize your Files

We suggest making an electronic copy of all materials and save them as **separate files** in the **same folder** on your computer.

Please check:

- Are your files in the correct format?
- Are they clearly labeled so you can quickly see which file is which?
- Do the file names meet the standard (no special characters or foreign language characters)?
- Are the file sizes less than 6MB each?





Getting Prepared:
Required Materials (**STEM Extension**)

These are the documents you should save together on your computer:

- Passport style photograph
  - We recommend https://tsg.phototool.state.gov/photo to create your photos
- Electronic I-94 record (or hard copy I-94)
- Valid Passport (biographical page)
- Current F-1 visa (optional)
- New I-20 with STEM OPT recommendation on 2nd page *(make sure to sign it!)*
- Copies of any previous EAD card(s)
  - This includes a copy of your current OPT EAD!
- E-verify information (Item 28.c. on I-765)
- *Not included in USCIS application but submitted to iTerp*: **I-983**

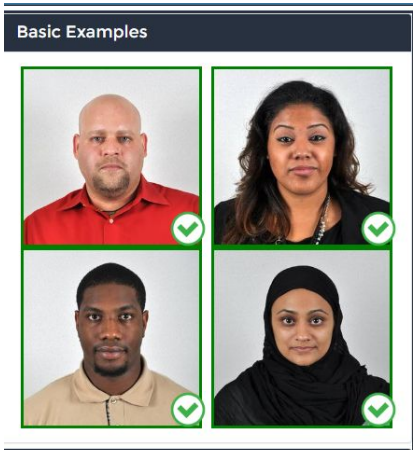
Getting Prepared:
Required Materials (**STEM Extension**)

- Copy of your diploma or transcript from your STEM degree
- Evidence that your school is currently accredited by U.S. Department of Education
  - If you are applying based on a University of Maryland degree, download and save this accreditation file or use https://ope.ed.gov/dapip/#/institution-profile/120218
  - If you are applying based on a degree from another school, visit https://ope.ed.gov/dapip/#/home to search for your school.

Photos: Submit recent photos

Have two color, U.S. passport-style photographs, taken within 30 days prior to your I-765 application submission

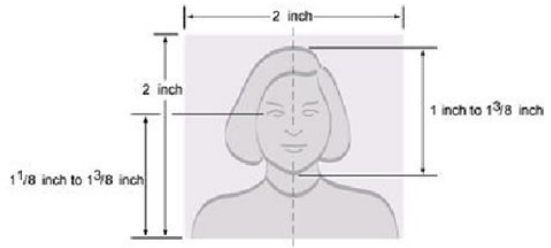
- Use State Department's Photo-tool to make sure your pictures meet their specifications and format https://tsg.phototool.state.gov/photo



- Write your full name and SEVIS number on the back of your photos (if mailing)!

Photo Guidelines

2 photographs, passport style 2x2 inches, with name and SEVIS number printed gently on the back, preferably in pencil



I-94

Copy of I-94 front and back of hard copy card or electronic I-94 from www.cbp.gov/travel/international-visitors/I-94

- Only the main page of your record detailing your latest entry into the U.S. is needed!



Passport

Copy of Passport

- Must be valid at least 6 months into the future!
- Black and white or color



Visa

Copy of F-1 Visa

- Only a copy of your most recent visa, even if it is in an old/expired passport
- Black and white or color





Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID:

SURNAME/PRIMARY NAME	**GIVEN NAME**	**CLASS**
PREFERRED NAME	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH CHINA	**COUNTRY OF CITIZENSHIP** CHINA	
DATE OF BIRTH	**ADMISSION NUMBER**	
FORM ISSUE REASON CONTINUED ATTENDANCE - Updated Form I-20 or Name Conversion	**LEGACY NAME**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME University of Maryland University of Maryland -College Park	**SCHOOL ADDRESS** International Education Services,College Park,MD 20742
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL International Student Advisor	**SCHOOL CODE AND APPROVAL DATE** EAE214F00041000 10 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL DOCTORATE	**MAJOR 1** Physics, General 40.0101	**MAJOR 2** None 00.0000
NORMAL PROGRAM LENGTH 60 Months	**PROGRAM ENGLISH PROFICIENCY** Required	**ENGLISH PROFICIENCY NOTES** Student is proficient
PROGRAM START DATE 20 AUGUST 2012	**PROGRAM END DATE** 20 AUGUST 2017	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 12 MONTHS		**STUDENT'S FUNDING FOR:** 12 MONTHS	
Tuition and Fees	$ 18,833	Personal Funds	$ 0
Living Expenses	$ 16,500	Teaching Assistantship	$ 34,543
Expenses of Dependents (0)	$	Funds From Another Source	$
Books/Insurance	$ 3,000	On-Campus Employment	$
TOTAL	$ 38,333	TOTAL	$ 34,543

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X			
SIGNATURE OF: Advisor	International Student	**DATE ISSUED** 29 July 2015	**PLACE ISSUED** College Park,MD

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X

SIGNATURE OF:		**DATE**
X		
NAME OF PARENT OR GUARDIAN	**SIGNATURE**	**ADDRESS (city/state or province/country)** **DATE**

ICE Form I-20 (3/31/2018) **Page 1 of 3**

STEM I-20

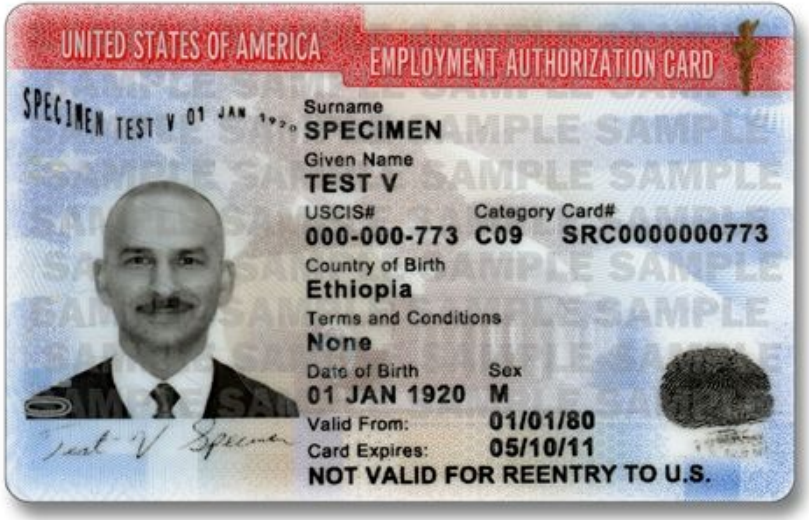
- Please note: Your online application materials must be submitted to USCIS within **60 days of the creation** of the STEM I-20.

- **Make sure to sign your I-20 in blue ink in the Student Attestation box!**
  Do this before scanning a copy for your online submission.

EAD Card

Copy of EAD card (front and back)

- Black and white or color



Diploma/Transcripts

Copy of most recent diploma in a STEM field or official transcripts

- Official transcripts are requested through the Registrar's office
  - Request from TESTUDO using the **Transcript Ordering** link
- If you prefer to send a copy of your diploma, this can be formatted to a different size paper


The Board of Regents of the University System of Maryland

University of Maryland

In recognition of the successful completion of the requisite course of study and on nomination of the Faculty of the

Undergraduate School

by virtue of authority granted by charter of the State of Maryland hereby confers upon

Jordan Thompson

the degree of

Bachelor of Science

with all the honors, rights, and privileges thereunto appertaining. In witness whereof this Diploma, signed by the authorized officers of the University and sealed with the corporate seal of the University, is granted. Given at College Park, Maryland, on the twenty-fourth day of August in the year two thousand seven.

Stephanie K. Smith
Chairperson of the Board of Regents of the University System of Maryland

Chancellor

President

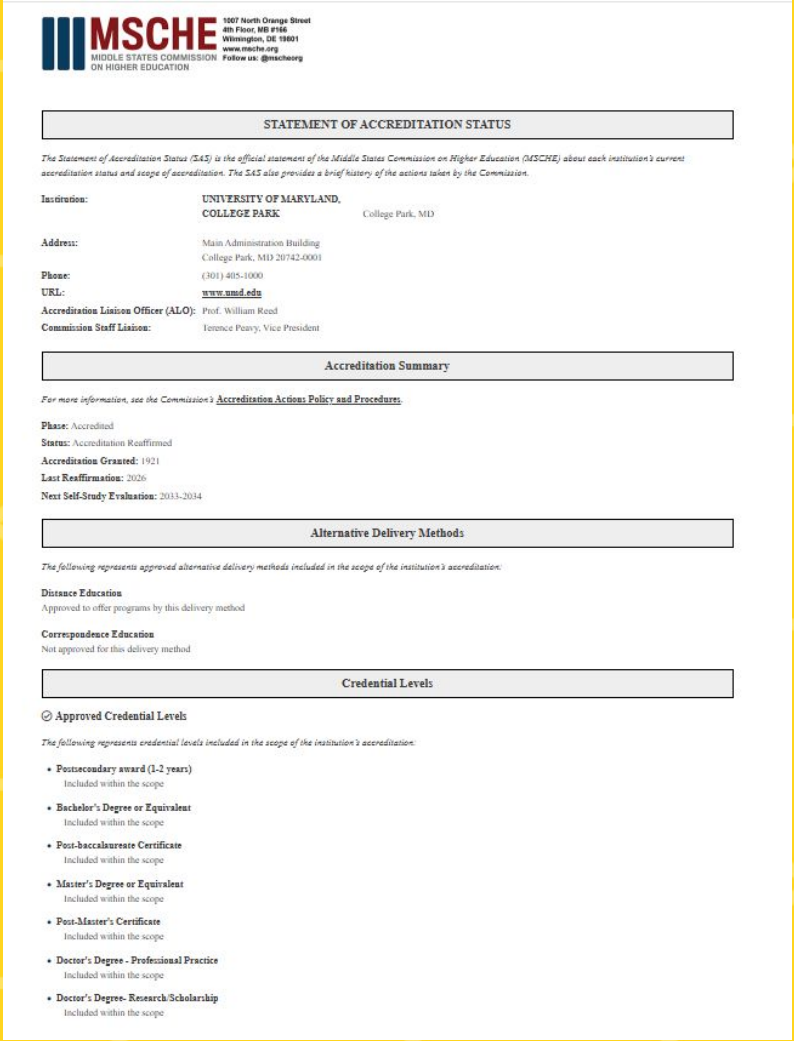
Dean

Accreditation File

Evidence that your school is currently accredited by U.S. Department of Education

- If you are applying based on a University of Maryland degree, download and save this accreditation file or use https://ope.ed.gov/dapip/#/institution-profile/120218

- If you are applying based on a degree from another school, visit https://ope.ed.gov/dapip/#/home to search for your school



MSCHE
MIDDLE STATES COMMISSION ON HIGHER EDUCATION
1007 North Orange Street
4th Floor, MB #166
Wilmington, DE 19801
www.msche.org
Follow us: @mschecorg

STATEMENT OF ACCREDITATION STATUS

The Statement of Accreditation Status (SAS) is the official statement of the Middle States Commission on Higher Education (MSCHE) about each institution's current accreditation status and scope of accreditation. The SAS also provides a brief history of the actions taken by the Commission.

Institution: UNIVERSITY OF MARYLAND, COLLEGE PARK College Park, MD

Address: Main Administration Building
College Park, MD 20742-0001

Phone: (301) 405-1000

URL: www.umd.edu

Accreditation Liaison Officer (ALO): Prof. William Reed

Commission Staff Liaison: Terence Peavy, Vice President

Accreditation Summary

For more information, see the Commission's Accreditation Actions: Policy and Procedures.

Phase: Accredited
Status: Accreditation Reaffirmed
Accreditation Granted: 1921
Last Reaffirmation: 2026
Next Self-Study Evaluation: 2033-2034

Alternative Delivery Methods

The following represents approved alternative delivery methods included in the scope of the institution's accreditation.

Distance Education
Approved to offer programs by this delivery method

Correspondence Education
Not approved for this delivery method

Credential Levels

Approved Credential Levels

The following represents credential levels included in the scope of the institution's accreditation.

- **Postsecondary award (1-2 years)**
  Included within the scope
- **Bachelor's Degree or Equivalent**
  Included within the scope
- **Post-baccalaureate Certificate**
  Included within the scope
- **Master's Degree or Equivalent**
  Included within the scope
- **Post-Master's Certificate**
  Included within the scope
- **Doctor's Degree - Professional Practice**
  Included within the scope
- **Doctor's Degree- Research/Scholarship**
  Included within the scope

Getting Prepared: **Payment Methods**

For **online applications** you can pay by:

- Credit card or debit card
- ACH from checking or savings account (automatic withdrawal from a bank account)
    - Have bank routing number and account number available

*** Credit/debit card or bank accounts MUST be associated with a U.S. address**

For **mailed applications** you can pay by:

- Personal check
    - Do not use a starter check!
- Money order
    - You can purchase these at the post office and grocery stores

*** For checks and money orders, make them payable to the "U.S. Department of Homeland Security"**

- Credit card
    - Please use the G-1450 form; this form must be typed and printed out
    - Be cautious with the G-1450!

The I-765 Application

What to know about the I-765 Application?

The I-765 is the application to request the OPT/STEM work authorizations. Before we review some frequently asked questions, let's take a look at the I-765 and how to complete it.

Access the online application form:
https://www.uscis.gov/i-765
Review the official USCIS instructions:
https://www.uscis.gov/sites/default/files/document/forms/i-765instr.pdf

The USCIS online option has an application wizard to assist you step-by-step through the entire process.

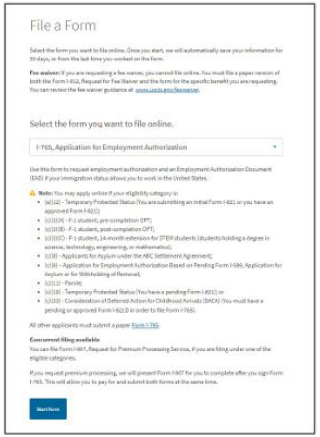
Start I-765 Application

Once you are logged in, in the My Account section, select **File a form online**.



Start I-765 Application

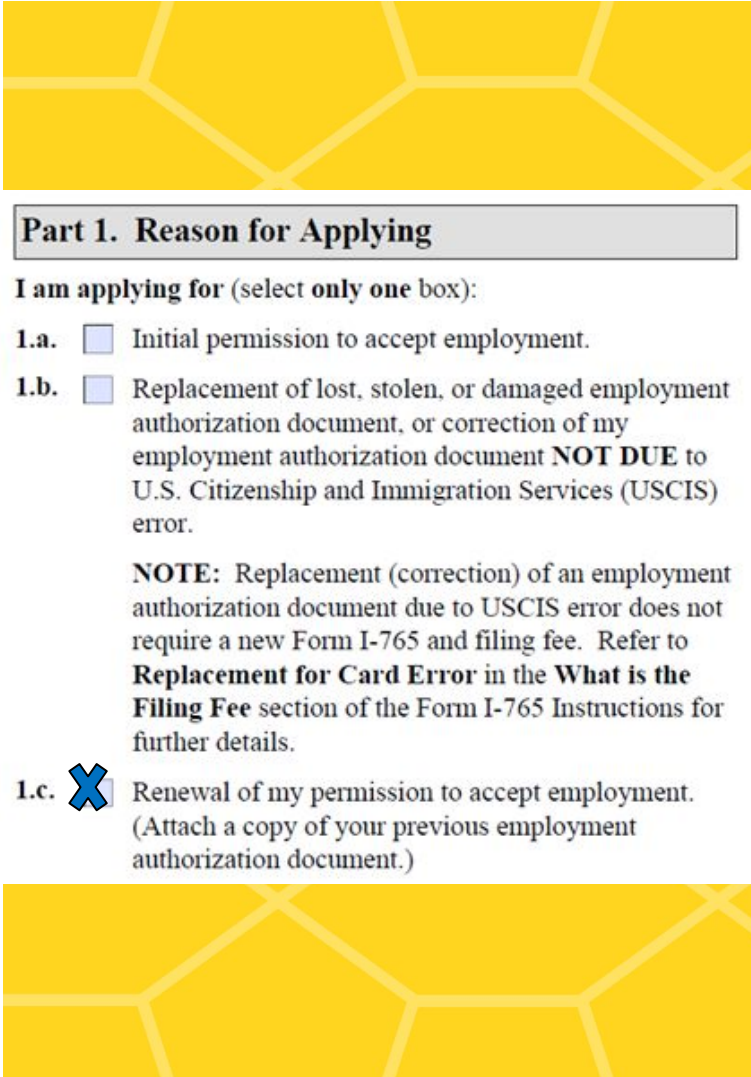
Select **Application for Employment Authorization (I-765)** from the list of application types.



STEM Extension I-765

Frequently Asked Questions

Part 1 item 1:
Check the “Renewal of my permission to accept employment” option



Part 1. Reason for Applying

I am applying for (select **only one** box):

1.a. ☐ Initial permission to accept employment.

1.b. ☐ Replacement of lost, stolen, or damaged employment authorization document, or correction of my employment authorization document **NOT DUE** to U.S. Citizenship and Immigration Services (USCIS) error.

NOTE: Replacement (correction) of an employment authorization document due to USCIS error does not require a new Form I-765 and filing fee. Refer to **Replacement for Card Error** in the **What is the Filing Fee** section of the Form I-765 Instructions for further details.

1.c. ☒ Renewal of my permission to accept employment. (Attach a copy of your previous employment authorization document.)

I-765 Continued, Page 2

The mailing address you list should be an address where you can receive mail for the next 2-5 months.

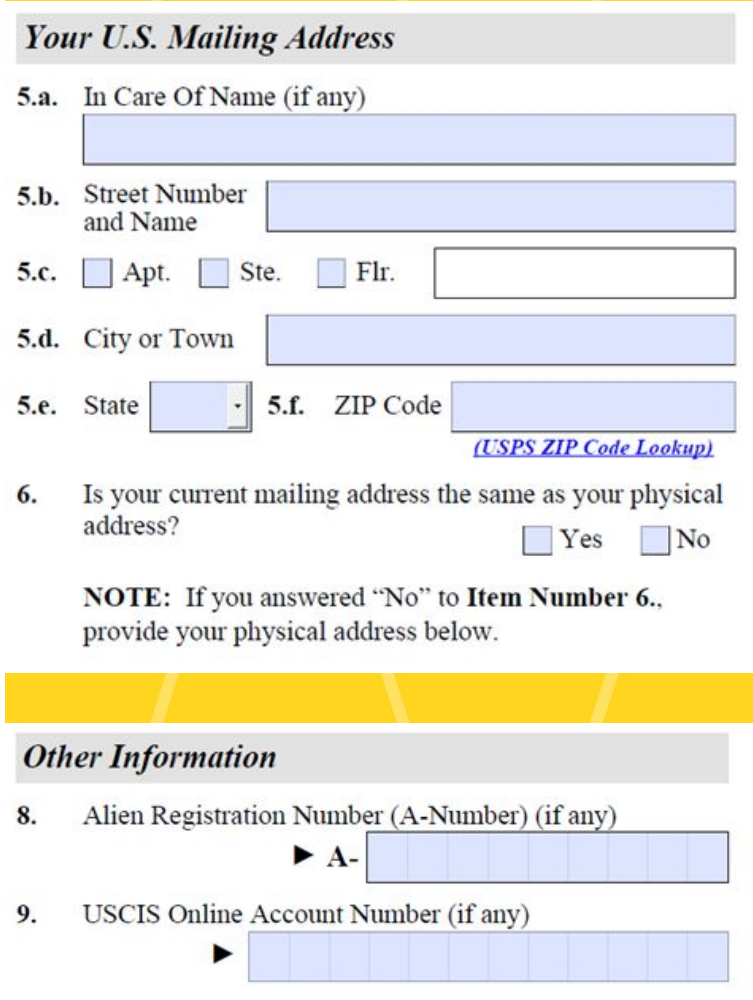
The mailing address is where all correspondence, including your EAD card, will be sent.

If you are using a friend or family member's U.S. address, put their name in the **"In Care of Name"** box

Your physical address is where you currently live, which should be the address SEVIS has on file for you

If you do not have an Alien Registration number or a USCIS Online Account Number, please leave these sections blank

- You can find your USCIS Online Account Number if you previously filed an application online with USCIS (review your portal information)



Your U.S. Mailing Address

5.a. In Care Of Name (if any)

5.b. Street Number and Name

5.c. ☐ Apt. ☐ Ste. ☐ Flr.

5.d. City or Town

5.e. State 5.f. ZIP Code

(USPS ZIP Code Lookup)

6. Is your current mailing address the same as your physical address? ☐ Yes ☐ No

NOTE: If you answered "No" to **Item Number 6.**, provide your physical address below.

Other Information

8. Alien Registration Number (A-Number) (if any)

▶ A-

9. USCIS Online Account Number (if any)

▶

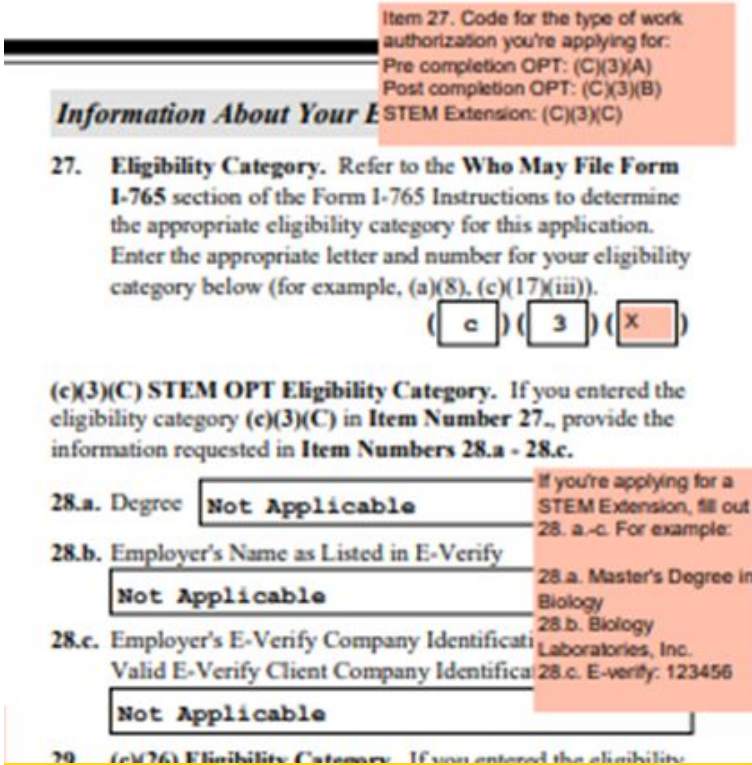
I-765 Continued, Page 3

Item 27. Insert Code (c)(3)(C) for STEM Extension

Item 28.a. List your degree level and degree, e.g., “PhD in Physics”

Item 28.b. List your employer’s name as it appears in the E-verify database. The employer’s HR department will clarify this for you, if needed.

Item 28.c. List the employer’s E-Verify number, e.g., “E-Verify Number: 123456”



Final Reminders Before You File

- Once you start the online form, it will be saved for 30 days, or from the last time you worked on the form.
  - *Remember to file your application **within 60 days** of the STEM I-20 issuance. Contact an ISSS advisor before filing if you have exceeded these dates.*
- Make a copy of all application materials for your records. This may be helpful in case there are any questions while your application is in process (*original OPT I-20s should not be mailed*)
- This is a **personal application**. You are solely responsible for the content of your I-765 application, accuracy of information, and submission of all required materials.

STEM OPT: Tracking the Application Status

USCIS Receipt Notice

After filing your application to USCIS, you will receive a Receipt Notice within 5 weeks. Track the status of your case using the “Receipt Number” at https://egov.uscis.gov/

If you do not receive the Receipt Notice within 5 weeks of filing, contact the USCIS National Customer Service Center at 1 (800) 375-5283


Department of Homeland Security
U.S. Citizenship and Immigration Services

I-797C, Notice of Action

THE UNITED STATES OF AMERICA

CASE TYPE: I765
APPLICATION FOR EMPLOYMENT AUTHORIZATION

PAGE: 1 of 1

Notice Type: Receipt Notice

Amount received: $ 180.00

Class requested: A17

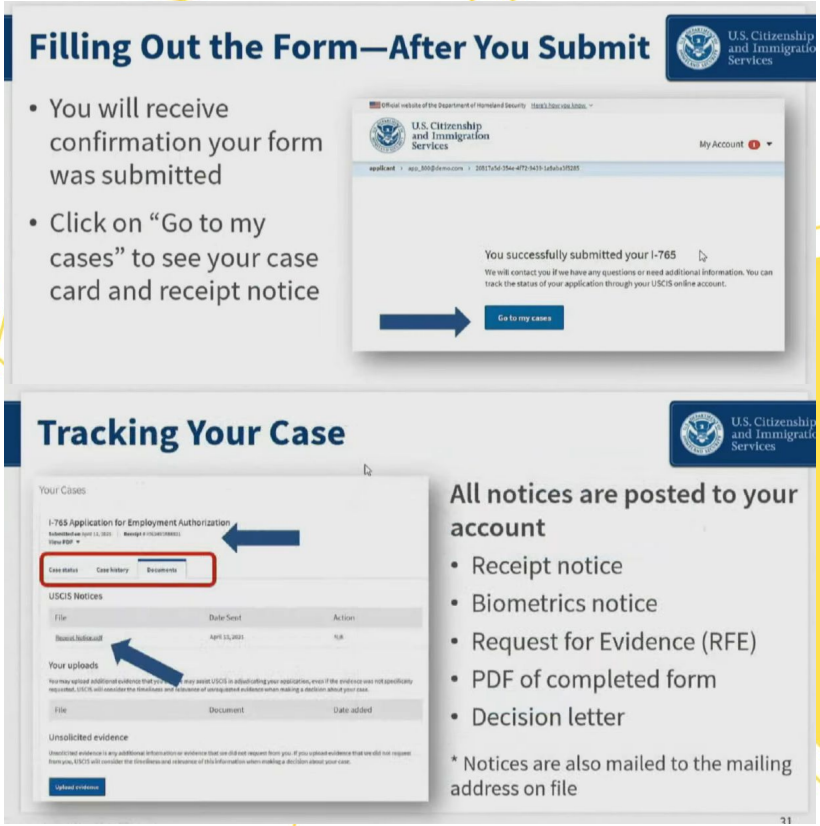
Please see the additional information on the back. You will be notified separately about any other cases you filed.

U.S. CITIZENSHIP & IMMIGRATION SVC
CALIFORNIA SERVICE CENTER
P. O. BOX 30111
LAGUNA NIGUEL, CA 92607-0111
Customer Service Telephone: (800) 375-5283

View/Save Your Receipt Notice

You can immediately view your receipt notice and any future documentation about your case.

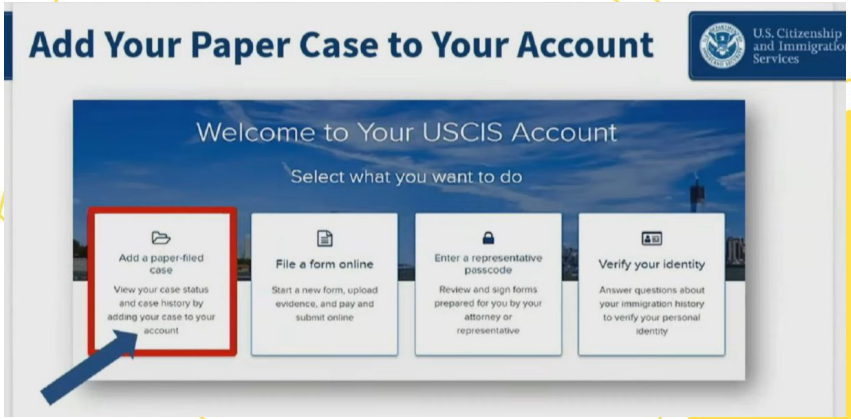
Note: All documentation will be mailed to the address you provided; however, you can log in to this portal to view and download any notices in advance.



Linking a Mailed Application to a USCIS Online Account

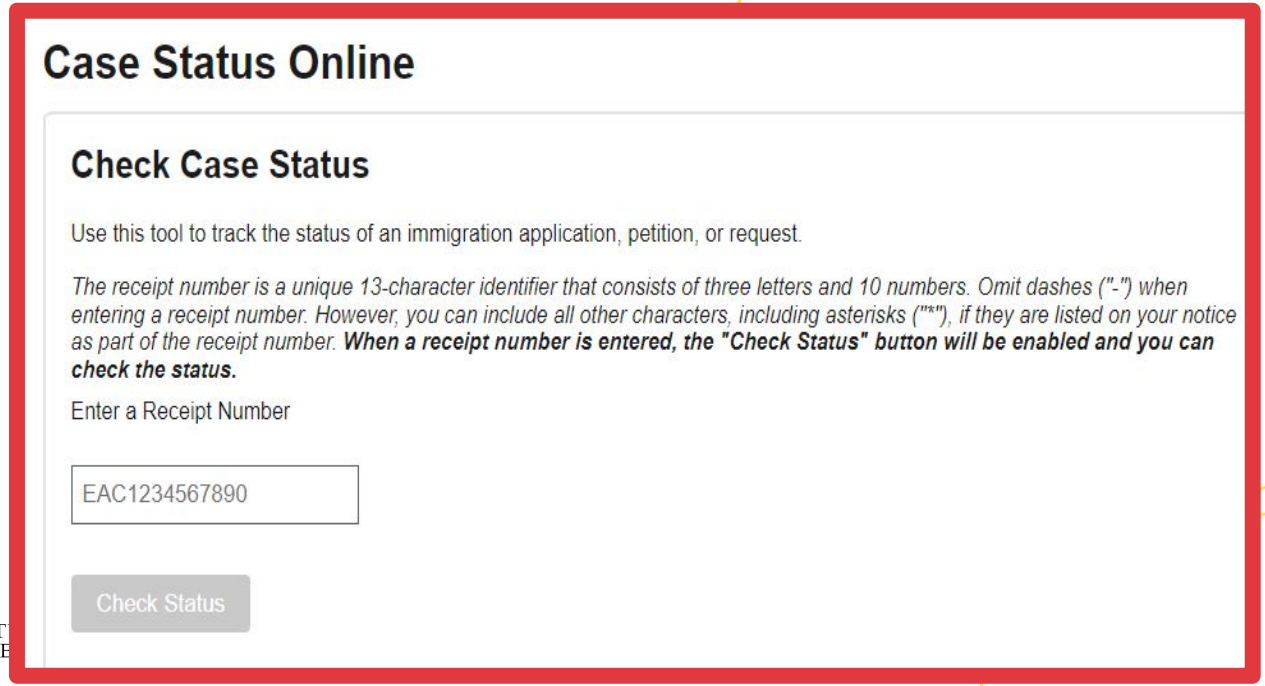
Did you know that if you mail your application, you can still connect the application to your USCIS online account?

Create a USCIS account at https://myaccount.uscis.gov/ and then add your paper filed case. You can then view notices and other information about your case online!



Case Status Tracker

For both applications submitted online and via mail, track the status of your application by going to: **egov.uscis.gov/casestatus**



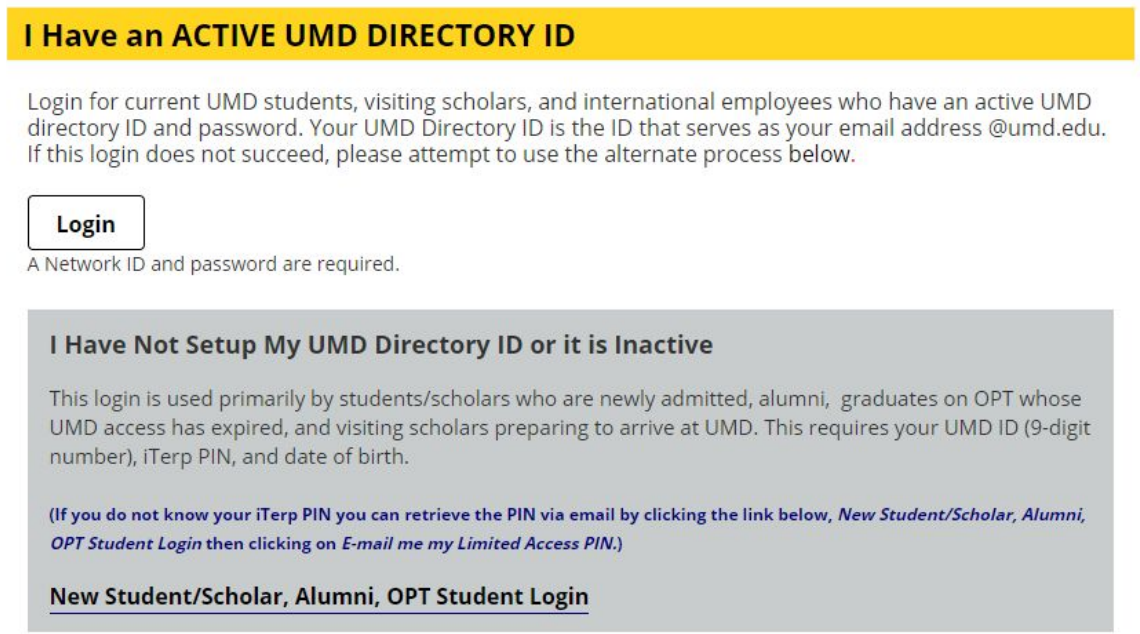
STEM OPT Reporting

Your Responsibilities while on STEM OPT

- All employment on STEM OPT should:
  - Be within your field of study
  - Be within the U.S.
  - Keep you working at least 20 hours/week for each employer

- You should not exceed **60 days** of unemployment + **any remaining unemployment days** from your 12-month regular OPT while on the STEM Extension (150 days maximum)

- You must complete certain reporting requirements to keep your information up-to-date with ISSS
  - Contact Verification every 6 months
  - I-983 Progress Reports every year



INTERNATIONAL STUDENT & SCHOLAR SERVICES

Limited Services Access for iTerp

Limited Services Access for iTerp

- Select “I Have Not Setup My UMD Directory ID or it is **Inactive**”
- Enter your UID number, Date of Birth, and iTerp Pin
- If you don’t know your PIN, select “E-mail me my Limited Access Pin”

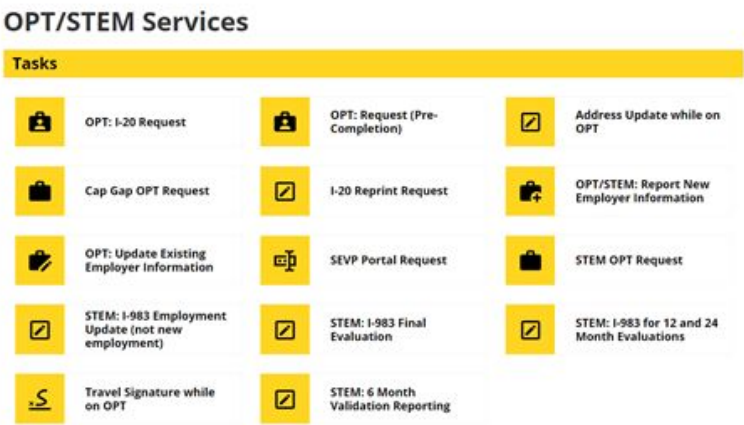
These credentials will enable you to access iTerp to report employment and submit requests

Logging into iTerp

iTerp Reporting:

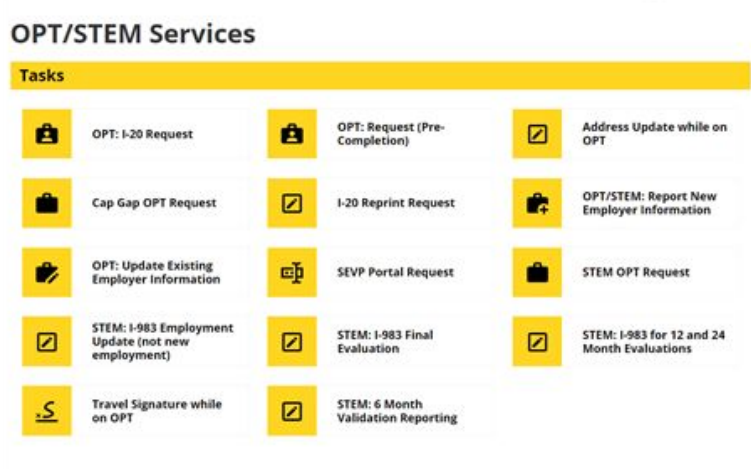
- Report any new employment or changes to employment information within 10 days
  - **“OPT/STEM: Report New Employer Information”** e-form & **New I-983 Agreement** for new information
  - **“OPT/STEM: Update Existing Employer Information”** e-form for changes in information previously reported employment (if ending employment, **Final I-983** needed)
- Submit any changes to contact information (e-mail, phone number, address change) using iTerp
  - “**Address update while on OPT**” e-form
- Submit a copy of your updated EAD card to ISSS
  - with “**OPT/STEM: Report New Employer Information**”
  - “**Misc Document Submissions**” e-form on iTerp
- Even if no changes to employment or contacts, confirm information every 6 months
  - with “**STEM: 6-Month Validation Reporting**” eform

[OPT/STEM Reporting Requirements Webpage]



I-983 Form Updates

- Updates to the I-983 are submitted via iTerp.
- Upload options include:
  - STEM I-983 Employment Update
  - STEM I-983 for 12 and 24 Month Evaluations
  - STEM I-983 Final Evaluation
- An I-983 is completed for EVERY STEM employer you work for.

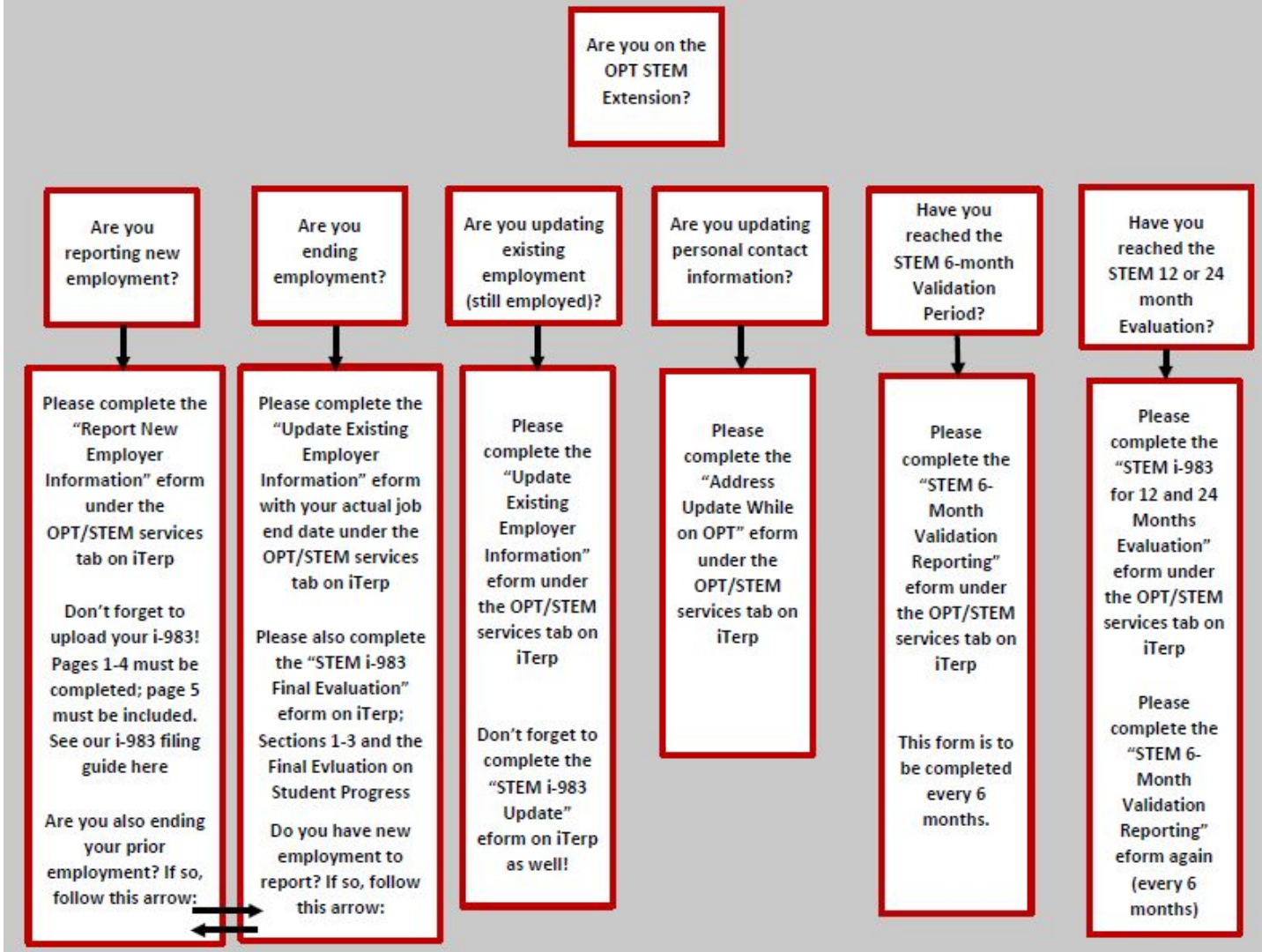


Reporting Requirements while on STEM

- You **MUST** report any new employment, changes in employment, or changes to contact information **within 10 days** of the changes occurring.
- If no changes occur, you **MUST** complete validation reports every **6 months.**
- Failure to report can result in students accruing all of their unemployment days and **losing** their F-1 status.
- Exceeding unemployment limits can negatively affect future benefit requests filed with USCIS.

8 CFR 214.2(f)(12)(i)

OPT STEM Extension



INTERNATIONAL STUDENT & SCHOLAR SERVICES

OPT STEM Extension | Reporting Guide & e-Forms

Select your reporting scenario below to find the required iTerp e-forms and documentation.
*Must be reported within 10 days of any change.

1. Reporting New Job?

- Submit **"Report New Employer Information"** e-form in iTerp.
- Upload completed **Form I-983** (pages 1–5).

*If also ending prior employment, complete scenario #2 as well.

2. Ending Employment?

- Submit **"Update Existing Employer Information"** e-form with job end date.
- Upload updated **Form I-983** (Sections 1–3 & Final Evaluation).

3. Updating Current Job?

- Submit **"Update Existing Employer Information"** e-form on iTerp.
- Upload updated **Form I-983** (pages 1–5).

4. Updating Address/Contact Info?

- Complete **"Address Update While on OPT"** e-form under the OPT/STEM services tab on iTerp.

5. 6-Month Validation?

- Submit **"STEM 6-Month Validation Reporting"** e-form under OPT/STEM services tab on iTerp.
- **Required every 6 months.**

6. 12 & 24-Month Evaluation?

- Submit **"STEM I-983 for 12 & 24 Month Evaluation"** e-form on iTerp.
- **Required every 12 months.**

STEM Reporting & Unemployment Tracking

- Once you are on STEM OPT, you must report your employer information, work start date, addresses (work and personal), as well as other information through the iTerp database system

- If any changes occur (changing jobs, moving, etc.) please update the information through iTerp

- This is how USCIS tracks your unemployment. Remember, **YOU** are responsible for keeping track of your unemployment days



Post Reporting Information while on STEM-OPT

- After you submit new (or updated) employment information, **ISSS will review and report this information in SEVIS.**
- It is not mandatory to get a new I-20 after your reporting e-forms are approved.
- ISSS does not recommend changing employers or updating your employment while your STEM extension application with USCIS is pending.
    - If there are changes, you should reach out to an ISSS advisor as soon as possible

8 CFR 214.2(f)(12)(i)

Basic Travel Information

- REMINDER: You are on F-1 status THROUGHOUT your employment in the U.S. on OPT. This means you are on a non-immigrant visa. Remember this when travelling abroad!

- If you have an H-1B visa application pending, it is unlikely that you will be able to renew your F visa. Please consult with your employer's immigration attorney regarding any travel plans while an H-1B application is pending.



Ending STEM OPT Earlier than the Authorized End Date

- Please notify ISSS if, during any period of authorized OPT/STEM, you will:
  - Begin a new degree program
  - Change to a new visa status
  - Decide to end the OPT early and depart the U.S.

Note: any of the above will result in early termination of your OPT/STEM authorization. Please discuss any concerns you have about the end of your STEM employment with your ISSS advisor

Ending STEM OPT Earlier than the Authorized End Date

- If you are:
  - Beginning a new degree program
    - Use **Transfer Out** e-form to transfer your SEVIS record to a new school
  - Change to a new visa status
    - Use the **Exit Plan** e-form to report your new status
  - Decide to end the STEM OPT early and depart the U.S.
    - Use the **Exit Plan** e-form to report your departure

What happens after I complete my authorized period of STEM OPT?

- You have a 60-day grace period at the end of STEM OPT
- You may not work or study during this time
- Any travel outside the U.S. during the grace period will mark the end of your F-1 status and that grace period

Any remaining questions?

