

## 24-month STEM OPT Extension

F-1 students approved for post-completion Optional Practical Training (OPT) based on a bachelor's, master or doctorate degree in a certain STEM (science, technology, engineering, mathematics) field may be eligible 24-month STEM extension.

### Additional Resources

- [Study in the States STEM Hub](#)

### Step 1: Mail in or drop off at the front desk the following documents:

- Completed Form I-765** ([Instructions](#))
- Form I-983, Training Plan for STEM OPT Students** ([Instructions on how to complete](#))
- Copy of your diploma** in one of the STEM fields on the DHS STEM-designated program list
- Copy of your job offer and employment verification letter** (2 separate letters)
- Employer Affidavit and Agreement letter** ([click here for template](#))
- Copies of the following:** I-94 form, passport identity page including its expiration date; visa stamp; I-20 forms (page 1 and 3) issued to you during the initial OPT period; current EAD
- Form G-1145, E-Notification of Application/Petition Acceptance (OPTIONAL)**

### Step 2: ISS will assign the \$150.00 fee after initial review of a complete application.

- Pay \$150 OPT Processing fee** ([UTSA ASAP](#))
- Provide a copy of the receipt to ISS either in-person or via email** ([InternationalPrograms@utsa.edu](mailto:InternationalPrograms@utsa.edu))

### Step 3: Allow 7-10 business days for review of all documentation – you will receive email notification once the packet has been processed.

**IF THE APPLICATION IS NOT COMPLETE, EXPECT LONGER PROCESSING TIMES AS WE WILL HAVE TO WAIT FOR YOU TO SUBMIT MISSING/CORRECTED DOCUMENTS.**

- You will receive an email notification once your packet has been processed and you will be responsible for choosing a shipping method.**

### Step 4: Combine the items below with the packet from ISS and mail the application in its entirety to USCIS within 60 days or prior to expiration of your post-completion OPT, whichever comes first:

- Check or money order for \$410.00 USCIS Application Fee** made payable to *U.S. Department of Homeland Security*: Write "USCIS I-765" in the memo line of the check or money order.
- 2 passport-style photos on white background taken within 30 days of application:** Your name and I-94 number must be printed in pencil or felt pen on the back of the photos. For an example photo, see [http://travel.state.gov/visa/visaphotoreg/photoexamples/photoexamples\\_5331.html](http://travel.state.gov/visa/visaphotoreg/photoexamples/photoexamples_5331.html).
- If you live in Texas or used the OIP address (One UTSA Circle, MB 1.210, San Antonio, TX 78249),** mail your application packet to one of the following depending on your preferred delivery method:

#### For U. S. Postal Service deliveries:

USCIS Dallas Lockbox  
USCIS, P O Box 660867  
Dallas, TX, 75266

#### For express mail & commercial courier service:

USCIS, Attn: AOS  
2501 S. State Hwy 121, Business  
Lewisville, TX, 75067

If you live in a different state refer to the I-765 Instructions (<http://www.uscis.gov/files/form/i-765instr.pdf>) to choose the correct mailing address.