USCIS OPT Application Checklist

1. Original Form G-1145 to allow USCIS to notify you when they accept your application (not a copy)

2. Original Form I-765 (from your ISSO OPT I-20 application), signed in dark blue or black ink only (not a copy)

3. $410 USCIS fee payable by: [1] Recommended method: Personal check from a U.S. checking account or bank check, or money order, payable to the "Department of Homeland Security". Write "USCIS I-765" in the memo line, or [2] Credit card via Form G-1450. Must use U.S. credit card and U.S. billing address, and sign the form. If using as a debit card, make sure your account has sufficient funds!

4. A signed and dated copy of your OPT I-20 and copies of all previously-issued I-20s (no originals). If you do not have all your I-20s and are unable to obtain copies from the school that issued them, attach a brief explanation of your F-1 status history.

5. Copy of your Passport Identification page (valid 6 months into the future)

6. Copy of your F-1 entry visa (Canadians are exempt). If you changed your status to F-1 in the U.S. and don't have a visa, include your Change of Status approval notice

7. Copy of your most recent I-94 arrival record (click “Get Most Recent I-94” at i94.cbp.dhs.gov)

8. Two U.S. passport style photos using standards from the Department of State website and be aware that [1] photos cannot be more than 30 days old when you send the application and [2] you should write your name on the back of each photo in pencil. [3] You can take your photos at UPS Stores (603 West 115th Street & 42 Tiemann Place), among other places.

9. Photocopy of both sides of any previously issued EAD card(s)

10. Copy of official transcript (Pre-Completion OPT ONLY)