



OPT Memorandum of Understanding 24-Month STEM OPT Extension

During the STEM Optional Practical Training (OPT) extension requested by Wichita State University, a student remains in active F-1 status. It is critical to abide by all regulatory requirements cited below to maintain status. Failure to complete all reporting requirements may result in SEVIS termination and forfeiture (loss) of any remaining OPT authorization. Students are invited to visit Homeland Security's STEM OPT Hub at <https://studyinthestates.dhs.gov/stem-opt-hub> for additional information.

During your STEM Optional Practical Training extension requested by WSU, you must report the following changes within 10 days of their occurrence:

- **Change of legal name** - Send a copy of your updated passport to International Education (OIE).
- **Change of address** – Report either (1) online through the Change of Address link on the International Education website, or (2) through the SEVP Portal. You should also update your address in the WSU database by updating your myWSU account.
- **Change of employer** – For the job you are leaving, you must submit the *Final Evaluation on Student Progress* (page 5 of Form I-983, completed by you and signed by your former employer). For the new job, you must submit a new *Employer Memorandum of Understanding* (completed and signed by the new employer) and a new Form I-983 (pages 1-4 completed by you and the new employer) to OIE. You may not use the SEVP Portal to report new employment.
- **Loss of employment** - If your employment ends for any reason, you must submit the *Final Evaluation on Student Progress* (page 5 of Form I-983, completed by you and signed by your former employer) to OIE.

In addition to reporting changes in the above information within 10 days, you must complete the following:

- **6-month validation report*** - Submit the *6-Month Reporting Form* six, 12, 18, and 24 months into your STEM OPT extension.
- **Annual evaluation*** - Complete the *Evaluation on Student Progress* on page 5 of the Form I-983 12 months into your STEM OPT extension. This section must be signed by your employer before being submitted to OIE.
- **Final evaluation*** – Complete the *Final Evaluation on Student Progress* on page 5 of the Form I-983 at least two weeks before the end of your 24-month STEM OPT extension or if your employment ends. This section must be signed by your employer before being submitted to OIE.
- **Material changes to Form I-983*** - Report material changes to, or material deviations from, Form I-983 at the earliest available opportunity by submitting a new Form I-983 to OIE, signed by you and your employer.

*** Note: Updates made in the SEVP Portal do not satisfy this regulatory reporting requirement. These types of updates must be made by following the steps above.**

The following rules are important to ensure that you properly maintain your status.

- F-1 status while on OPT is employment-dependent. A student on a STEM OPT extension may not accrue more than 150 days of cumulative unemployment during the entire 36-month OPT period.
- All employment performed during your STEM OPT extension must be in your field of study and with an E-Verify employer. Concurrent employment is allowed, but a separate Form I-983 and *Employer Memorandum of Understanding* must be filed with OIE for each employer. STEM OPT employment may not be in a volunteer capacity. You must receive compensation and it must be equal to what an American worker would receive for the same work.
- USCIS updated their [website](#) in January 2018 to indicate a much stricter interpretation of the STEM OPT final rule regarding third party placements. While this website update does not constitute a regulatory change, it is something to consider when selecting an employer. It is unknown if this interpretation of the STEM OPT rule is shared by other immigration agencies such as Immigration and Customs Enforcement (ICE) and Student and Exchange Visitor Programs (SEVP) and how this interpretation will impact students in the future. We recommend that students follow the guidance as closely as possible (for example, working at the employer's location rather than at a client site), but if that is not possible, the best you can do is to document the legitimacy of your training experience and relationship with your employer.
- Your employer is required to report any changes to your employment within 5 business days. This includes if you quit, lose your job, or don't report to work as expected for a period of 5 days.
- Thesis/project/dissertation graduate students must continue to make progress towards their degree. Failure to complete the terminal activity by the end of your STEM OPT will be considered a violation of status.
- STEM OPT authorization is automatically terminated when a student transfers to another school or begins a new program of study.

I understand the regulatory requirements listed above and agree to provide the information to International Education at Wichita State University within the specified time frame. **If I use the International Education mailing address on my STEM OPT application, I consent to International Education opening all relevant correspondence sent to me from USCIS (i.e. receipt notice, approval notice, EAD, etc.) and making photocopies of documents for my file.**

Name _____

WSU ID _____ Phone _____

WSU E-mail _____ @shockers.wichita.edu

Address _____
Street Address Apt #

City State Zip Code

Signature _____ Date _____
(Signature valid only if hand-written or applied digitally with a time/date stamp) (MM/DD/YYYY)